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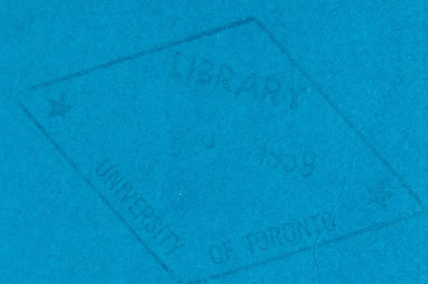
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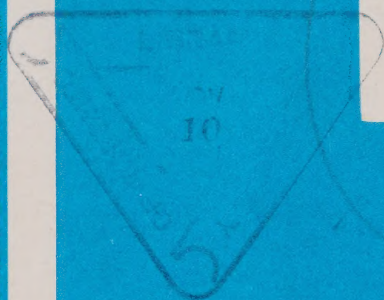


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DEPARTMENT OF

ANNUAL REPORT
for the fiscal year
ended March 31, 1959



Canada
14

ABOUR



DEPARTMENT OF LABOUR

*To His Excellency, The Right Honourable Vincent Massey, C.M.,
Governor General and Commander-in-Chief of Canada,*

MAY IT PLEASE YOUR EXCELLENCY
The undersigned has the honour to acknowledge the receipt of the accompanying report of the Deputy Minister on the work of the Department of Labour for the fiscal year ended March 31, 1959, all of which is respectfully submitted for the fiscal year ended March 31

*MICHAEL STARR,
Minister of Labour* **1959**

The Queen's Printer and Controller of Stationery,
OTTAWA, 1959

Price 35 cents
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Ottawa, Canada



DEPARTMENT OF LABOUR

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*To His Excellency, the Right Honourable Vincent Massey, C.H.,
Governor General and Commander-in-Chief of Canada.*

MAY IT PLEASE YOUR EXCELLENCY:

The undersigned has the honour to forward to Your Excellency the accompanying Report of the Deputy Minister on the work of the Department of Labour for the fiscal year ended March 31, 1959, all of which is respectfully submitted.

MICHAEL STARR,
Minister of Labour.

REPORT OF THE DEPUTY MINISTER OF LABOUR
FOR THE FISCAL YEAR ENDED MARCH 31, 1959

TO THE HONOURABLE MICHAEL STARR,
MINISTER OF LABOUR.

Sir,—I have the honour to submit a Report of the work of the Department of Labour for the fiscal year ended March 31, 1959.

I have the honour to be, Sir,

Your obedient servant,

ARTHUR H. BROWN,
Deputy Minister of Labour.

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Introduction

This 59th Annual Report of the Department of Labour is a record of the Department's activities during the fiscal year 1958-59. The Department was established under the authority of the Conciliation Act of 1900, relevant provisions of which now appear in the Department of Labour Act (R.S.C. 1952, c. 72). At that time it was made responsible for aiding in preventing and in settling industrial disputes, for carrying out the Fair Wages Policy for ensuring proper wage rates and hours of labour for workers engaged by employers under contract with the Government of Canada, for collecting and publishing statistical and other information relating to labour conditions, for conducting enquiries into important industrial questions, and for the issue each month of The Labour Gazette. Since then the administration of a considerable amount of social legislation has been added to its responsibilities and the Department has become active in the field of manpower supply and demand.

The Department's activities to stimulate winter employment gained momentum during the year. In July the National Winter Employment Conference was convened by the Minister of Labour; early action taken on some of the Conference's recommendations undoubtedly contributed to the increase in employment during the 1958-59 winter. In October, the Prime Minister proposed a Municipal Winter Works Incentive Program, in which all provinces participated. An estimated 41,353 men were hired for 1,683,157 man-days of work as a result of this program. Two branches of the Department, the Special Services Branch and the Information Branch, devoted a large part of their efforts during the year to the stimulation of winter employment.

Conciliation proceedings under the Industrial Relations and Disputes Investigation Act during the year directly affected 196,823 employees, almost 50 per cent of the employees within federal jurisdiction. The Department's conciliation officers effected settlements in 62 of the 108 labour-management disputes referred to conciliation officers.

The Civilian Rehabilitation Branch sought improvement in co-operative arrangements with the provinces to encourage a steady increase in the number of disabled persons benefiting from rehabilitation services. During the year, there was an increase from 1,055 to 1,174 in the number reported by the provinces as rehabilitated.

A survey of publicly owned and operated facilities for vocational training in trade and technical operations, part of the Research Program on the Training of Skilled Manpower, was completed during the year, as were surveys of facilities for training in agricultural, commercial and service occupations. Work on a survey of training in federal government departments is continuing.

Results of a study by the Legislation Branch of the 73 minimum wage orders under provincial Minimum Wage Acts that were in effect on March 1, 1958, were

published early in the year. Other new publications were: *Group Hospitalization and Medical Insurance Plans in Canadian Manufacturing Industries*, an analysis of group insurance plans; *Engineering and Scientific Manpower Resources in Canada, Their Earnings, Employment and Education*, a preliminary report of the findings from the 1957 survey of persons on the Register of Scientific and Technical Personnel; *Employment Outlook for Professional Personnel in Scientific and Technical Fields, 1958-60*, based on the 1958 survey of employer requirements for professional workers; *Technological Changes and Skilled Manpower: the Household Appliance Industry*; *Outline of Technical Training in the United Kingdom*; and three new occupational monographs: *Careers in Meteorology*, *Teacher* and *Occupational and Physical Therapist*.

The Economics and Research Branch improved its methods of collecting and publishing information on current collective bargaining activities, extended its annual wage rate and salary survey into the area of community and inter-industry rates, expanded its working conditions survey to cover a greater number of employers, and intensified research on the characteristics of the seasonally unemployed. Several surveys relating to automation were made.

In October the Director-General of the International Labour Organization, David A. Morse, visited Canada. While in Ottawa he met the Prime Minister, the Minister of Labour and others in the Government, and representatives of national employer and worker organizations.

During the year, the Government Employees Compensation Branch expanded its safety promotion activities, and the Women's Bureau continued its study of changes in the marital status of women workers. Increased premium income despite a drop in sales was reported by the Annuities Branch, and increased circulation was reported by the Library. *The Labour Gazette* published a special section in the November issue in commemoration of the 10th anniversary of the Universal Declaration of Human Rights.

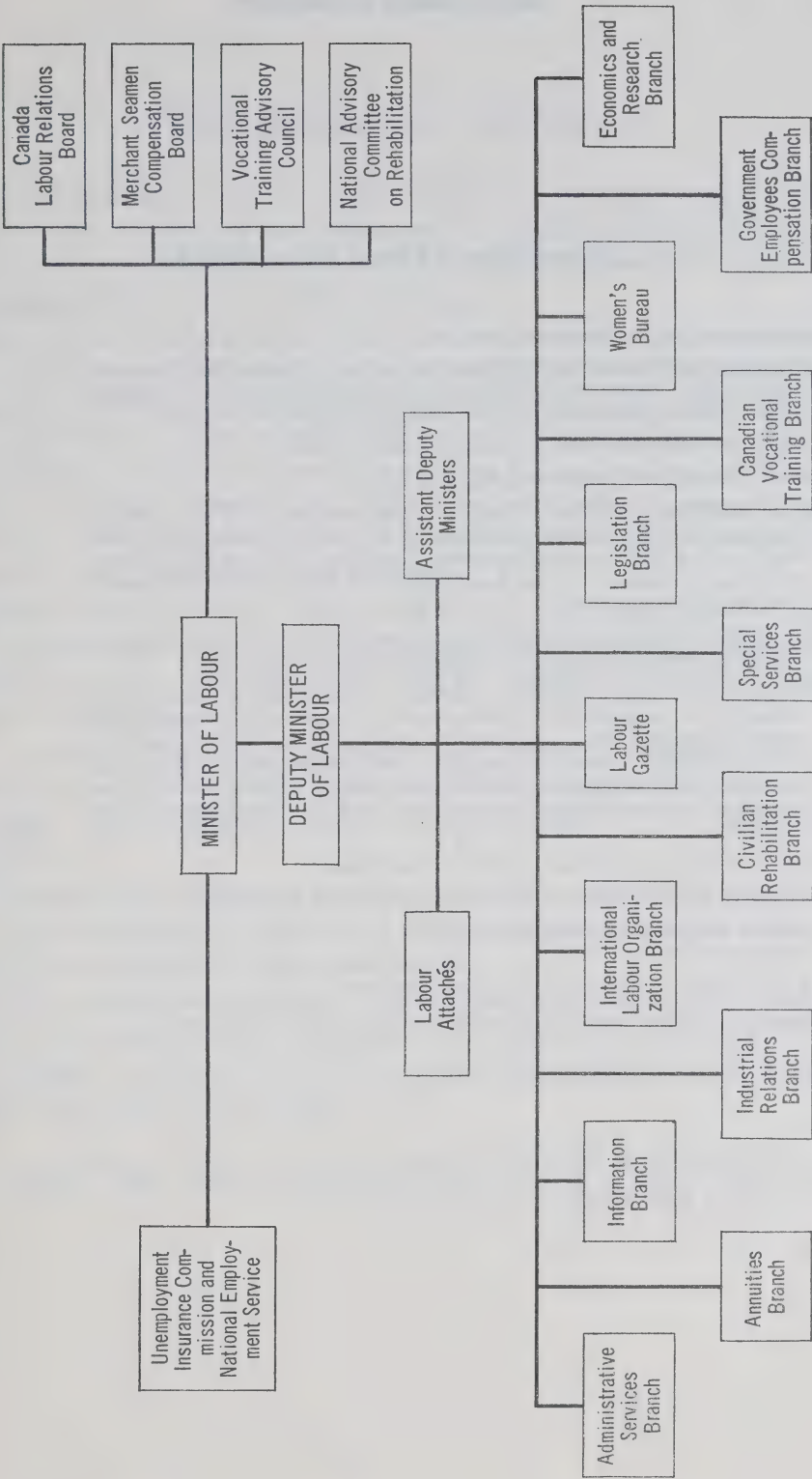
The Annual Vacations Act came into force on October 1, 1958.

In 1958-59 the establishment of the Department of Labour proper provided for 643 positions, five fewer than the previous year. Staff strength at March 31, 1959 was 616; the majority of the 27 positions vacant at that date were in process of being filled.

A significant addition to the staff during the year was the appointment of a Labour Attaché to the Canadian Embassy in Brussels, Belgium, to act as principal adviser to the Ambassador on labour matters and related questions and also to serve as liaison between the Ambassador and the headquarters of the International Confederation of Free Trade Unions and the headquarters of the International Federation of Christian Trade Unions, both of which are situated in Brussels.

Other important changes in personnel of senior rank during the year were the retirement of M. M. Maclean, Assistant Deputy Minister, who was succeeded by Gordon G. Cushing, former Executive Vice-President of the Canadian Labour Congress; the retirement of A. W. Crawford, Director of Vocational Training, who was succeeded by C. R. Ford, former Assistant Director; and the appointment of W. S. Drinkwater, former Assistant Editor, to be Editor, *The Labour Gazette*, in succession to Harry J. Walker.

DEPARTMENT OF LABOUR



Expenditures—Fiscal Year 1958-59

Vote	Expenditures
Minister's salary and motor car allowance	\$ 17,000
Departmental administration, including the Labour Gazette, the Women's Bureau, the Manpower Utilization vote, the expenses of Canadian participation in International Labour Conferences and various grants	1,050,071
Economics and Research Branch, including research grants	618,436
Canadian Government Annuities—Administration	1,196,346
Industrial Relations Activities, including administration of the Industrial Relations and Disputes Investigation Act, the Canada Fair Employment Practices Act, the Female Employees Equal Pay Act, the Fair Wages and Hours of Labour Act and Regulations, and the promotion of labour-management co-operation	580,932
Civilian Rehabilitation Branch, including payments to provinces under co-ordination of Rehabilitation of Disabled Persons Agreements	152,575
Special Services Branch, including a program for combatting seasonal unemployment; the organization of movements of workers for farming and related industries and assistance to the provinces under Federal-Provincial Farm Labour Agreements, and the movement, reception, supervision and welfare of workers from outside Canada to work on farms and in other essential employment where Canadian labour is not available	667,816
Vocational Training Co-ordination Act Administration	93,429
Payments to provinces under Vocational Training Agreements	7,669,182
Government Employees Compensation Act Administration	95,307
Compensation respecting government employees	1,812,453
Payments to provinces under Municipal Winter Works Incentive Program	248,864*
Total	<u>\$14,202,411</u>

* Actual payments to the end of the fiscal year. On the basis of the labour cost of all projects carried out up to the end of the program (May 31, 1959), federal expenditures are expected to total about \$10,000,000. (See Table 1, page 34.)

Administrative Services

The Administrative Services Branch, through its various divisions, provides services to all branches of the Department. In carrying out its functions the Branch maintains close liaison with the Civil Service Commission, the Treasury Board and the Comptroller of the Treasury.

The Branch has the responsibility for the preparation of the estimates of annual financial needs of the Department. In consultation with branch directors it forecasts the needs of each branch and presents them to the Deputy Minister and to the Minister for review before they are sent to Treasury Board and for the final approval of Parliament. Expenditures during the year are controlled by the release of financial encumbrances, which are issued when a commitment is authorized, and by examination of the accounts before they are processed for payment by the Comptroller of the Treasury.

The Personnel Division maintains staff records and provides services to line officers which include the recruiting of new staff, the conducting of promotional competitions, reviews of establishments and the arranging of training programs for staff development.

A division of the Branch, the Publications Division, is responsible for the reproduction of documents and other material using duplicating machines, and co-operates with the Queen's Printer in the distribution of the Department's publications.

The Mechanical Tabulation Division is an I.B.M. installation for processing and machine tabulation of statistical and financial data required by the Economics and Research Branch and the Annuities Branch.

Other divisions of the Branch are: the Records Division which maintains the files and records for the Department; the Equipment and Supplies Division which procures, stores and supplies stationery, office equipment and furniture; the Mail Room and the Stenographic Pool.

Industrial Relations

The Industrial Relations Branch is charged with the administration of five Acts: the Industrial Relations and Disputes Investigation Act (R.S.C. 1952, c. 152); Fair Wages and Hours of Labour Act (R.S.C. 1952, c. 108); the Annual Vacations Act (S.C. 1957/58, c. 24); the Canada Fair Employment Practices Act (S.C. 1952/53, c. 19); and the Female Employees Equal Pay Act (S.C. 1956, c.38). Under these Acts the functions and activities of the Branch are many and varied, and include the appointment of conciliation officers, conciliation boards and industrial inquiry commissions in labour-management disputes; the investigations of complaints of unfair labour practices, refusals to bargain and violations of labour legislation; the processing of applications for certification and decertification of trade unions and the conducting of representation votes; the determination of wage rates and hours of work in federal government contracts for construction or supplies; and the prevention of discrimination in employment based on race, national origin, colour or religion. The Branch is also responsible for wage surveys in order to make wage recommendations for prevailing rate employees of the federal Government, and for services in connection with the establishment and functioning of labour-management committees. The Branch serves as the administrative agency of the Canada Labour Relations Board.

Conciliation proceedings under the Industrial Relations and Disputes Investigation Act during the year directly affected 196,823 employees, almost 50 per cent of the employees within federal jurisdiction. Conciliation officers effected settlements in 62 of the 108 labour-management disputes in which conciliation officers were appointed; 29 of the 108 had been carried over from the previous year. In 25 cases conciliation officers were unable to effect settlement and recommended the appointment of conciliation boards; one dispute at the conciliation officer stage lapsed; conciliation officers still had 20 cases in hand at the close of the year. Conciliation boards were appointed to deal with 23 disputes. In addition, reports of conciliation boards appointed to deal with 21 disputes in the previous year were received. In respect of these 44 disputes dealt with by conciliation boards, settlements were obtained on the basis of the boards' reports in 23 disputes; six disputes were not settled and legal strikes occurred; one dispute lapsed; 14 disputes were still pending at the close of the year.

The disputes making the most strenuous demands on the Department's conciliation service were those affecting shipping on the West Coast and on the Great Lakes, and railway operations.

Industrial Relations and Disputes Investigation Act

The Industrial Relations and Disputes Investigation Act came into force on September 1, 1948.

The Act applies to industries within federal jurisdiction, i.e., navigation, shipping, interprovincial railways, canals, telegraphs, interprovincial and, international steamship lines and ferries, aerodromes and air transportation, radio broadcasting stations and works declared by Parliament to be for the general advantage of Canada or two or more of its provinces. Additionally, the Act provides that provincial authorities, if they so desire, may enact similar legislation for application to industries within provincial jurisdiction and make mutually satisfactory arrangements with the federal Government for the administration of such legislation.

The Minister of Labour is charged with the administration of the Act and is directly responsible for the appointment of conciliation officers, conciliation boards, and Industrial Inquiry Commissions concerning complaints that the Act has been violated or that a party has failed to bargain collectively, and for applications for consent to prosecute.

Sections 16 and 17 of the Act provide conciliation machinery for the adjustment of disputes where no settlement has been reached either in negotiations for a collective agreement following the certification of a bargaining agent or in negotiations for the removal of an existing agreement. On the request of either party to such a dispute, or in any other case where he considers it advisable to do so, the Minister of Labour may appoint a conciliation officer to confer with the parties for the purpose of helping them to conclude an agreement. If a con-

ciliation officer reports failure to bring about the settlement of a dispute, the Minister may appoint a board of conciliation and investigation. The Minister may appoint a conciliation board without prior reference to a conciliation officer, but the usual practice is the appointment of a conciliation officer in the first instance.

When a conciliation board is appointed, each party to the dispute is invited to nominate one person for appointment to the board. The two members so appointed are then requested to recommend a third person for appointment as chairman. If they fail to agree, the Minister selects the chairman.

The first duty of a board of conciliation and investigation is to endeavour to bring about agreement between the parties on the matters in dispute. In the event of its failure to do so, it is required to report its findings and recommendations to the Minister. The Minister supplies each party with a copy of the report, which he may publicize in such manner as he sees fit. A strike or lockout is prohibited until seven days after the receipt of the report by the Minister.

The Canada Labour Relations Board is established under the Act as successor to the Wartime Labour Relations Board to administer provisions concerning the certification of bargaining agents, the writing of provisions—for incorporation into collective agreements—fixing a procedure for the final settlement of disputes concerning the meaning or violation of such agreements and the investigation of complaints referred to it by the Minister that a party has failed to bargain collectively and to make every reasonable effort to conclude a collective agreement. Activities of the CLRB are reported on page 18.

Only two complaints of failure to bargain collectively were received during the year. Of six applications for consent to prosecute, five were rejected and one granted.

Conciliation Proceedings

As the year under review began, conciliation was in progress or the parties were considering the recommendations of conciliation boards in several labour-management disputes involving West Coast shipping companies. Unions involved were the Seafarers' International Union of North America, Canadian District; the National Association of Marine Engineers of Canada, Inc.; and the Canadian Merchant Service Guild, Inc.

The most important of these disputes was that involving the British Columbia Coast Steamship Service (CPR) and the Seafarers'. The conciliation board established in this dispute had reported on February 14, 1958; some of its

recommendations were not unanimous. In March the union voted to accept the report of the union nominee. In May the company advised that it could not accept any of the board's recommendations and, that same month, the union reported that it was taking a strike vote. A strike began May 16. On May 27, the Minister appointed Eric G. Taylor as an Industrial Inquiry Commission to mediate the dispute; he was unable to bring the parties to agreement. The next month, on June 24, the two unions representing officers notified the CPR that they were declaring themselves on strike. The next day the Government enacted the British Columbia Coast Steamship Service Act, which appointed an administrator of the company and required the resumption of work and operations. On January 21, 1959, Mr. Taylor was asked to resume efforts to mediate all three disputes. On February 16, the members of all three unions ratified the terms of settlement reached with Mr. Taylor's assistance and the administrator's appointment was terminated.

Another West Coast dispute was that between the Shipping Federation of British Columbia and five locals of the International Longshoremen's and Warehousemen's Union. A conciliation board to deal with this dispute was appointed on April 15, 1958. The board submitted majority and minority reports in July. Although the employer nominee signed the majority report, the Federation did not accept the recommendations and the Union gave notice of strike action, effective August 21. In September the Minister appointed Eric G. Taylor as Industrial Inquiry Commissioner to mediate the dispute; that same month Mr. Taylor reported the signing of a memorandum of terms of settlement.

Great Lakes Disputes

At the beginning of the year, disputes on the Great Lakes involving the Seafarers' International Union of North America and the National Association of Marine Engineers of Canada and the Association of Lake Carriers, representing the large shipping companies, and several smaller companies were in conciliation. The unanimous report of the board in the dispute between the carriers' association and the SIU was received on June 13. The Association accepted the board's recommendations; the Union rejected them. In September, however, a memorandum of agreement was received in which the parties agreed to draw up a collective agreement based generally on the board's recommendations. Most of the other companies on the Great Lakes later settled on the basis of this agreement.

In the dispute between the major Canadian railways and their non-operating employees, a conciliation board was conducting hearings as the year opened. This dispute involved directly 128,000 employees. The board submitted majority and minority reports in July 1958. The unions accepted the recommendations of the majority report and the companies said they were prepared to accept them if freight rates were increased. In November the Board of Transport Commissioners granted permission for a 17-per-cent freight-rate increase. Following thereafter a settlement of the dispute was reached.

In another railway dispute, between the Canadian Pacific Railway Company and the Brotherhood of Locomotive Firemen and Enginemen, a conciliation board was appointed in January 1959. On March 18, however, the parties advised that they had reached a settlement without recourse to the conciliation board.

In March 1958, a conciliation officer had been appointed in a dispute between the Canadian National Railways and the same bargaining agent, the Brotherhood of Locomotive Firemen and Enginemen. The conciliation officer was unable to bring the parties to a settlement and a conciliation board was appointed on April 9. When the board reported in March 1959, the company announced its willingness to conclude an agreement implementing the board's recommendations but the Brotherhood was still considering the board's report at the end of the fiscal year.

A dispute that resulted in a work stoppage by longshoremen at St. John's, Newfoundland, was settled on September 18 by the Department's Industrial Relations Officer there. The dispute was between the Newfoundland Employers Association and the Longshoremen's Protective Union. A conciliation board appointed in June after the failure of a conciliation officer to effect a settlement had reported in July. The Association accepted the majority report of the board; the Union rejected the report. In the meantime there was a suspension of general cargo shipping at St. John's that lasted until the settlement on September 18.

A statistical analysis of conciliation proceedings under the Industrial Relations and Disputes Investigation Act for the fiscal year and since the inception of the Act is presented in the table on the opposite page.

Other Proceedings under the Act

Complaints of Failure to Bargain

During the year two complaints were received of failure of a party to collective bargaining to begin bargaining and to make every reasonable effort to conclude a collective agreement, as required by Section 43 of the Act. Both of them were referred to the Canada Labour Relations Board (see "Canada Labour Relations Board" on page 18). From the inception of the Act (September 1, 1948) to the end of this fiscal year, nine such complaints have been received; two were withdrawn and the remaining seven referred to the Canada Labour Relations Board.

Applications for Consent to Prosecute

Six applications for consent to prosecute (Section 46) were received during the year. Five were refused and one granted. From the inception of the Act to the end of the year, 21 applications have been received. Of these, eight were granted, seven refused, two referred to industrial inquiry commissions and settled, one referred to a conciliation officer and settled, and one withdrawn; two lapsed.

Analysis of Conciliation Proceedings Under the Industrial Relations and Disputes Investigation Act, by Disposition of Cases, for the Fiscal Year April 1, 1958-March 31, 1959 and from Inception of the Act Sept. 1, 1948-March 31, 1959

	Number of Disputes	Number of Workers Directly Affected	Number of Disputes	Number of Workers Directly Affected
Disputes being dealt with by conciliation officers at beginning of period	29	10,486
Disputes referred to conciliation officers	79	29,383	603	655,814
Total	108	39,869	603	655,814
Disputes settled by conciliation officers....	62	20,953	353	115,604
Disputes not settled by conciliation officers	25	14,771	222	534,293
Disputes which lapsed; no further action required	1	15	8	1,787
Disputes being dealt with by conciliation officers at end of period	20	4,130	20	4,130
Total	108	39,869	603	655,814
Disputes being dealt with by conciliation boards at beginning of period	11	146,750
Disputes in which parties were considering conciliation board recommendations at beginning of period	10	740
Disputes referred to conciliation boards	23	15,607	228	871,708
Total	44	163,097	228	871,708
Disputes settled by conciliation boards....	23	152,192	164	552,771
Disputes not settled by conciliation boards	6	4,435	45	312,175
Disputes which lapsed; no further board action required	1	15	5	307
Disputes in which parties were considering conciliation board recommendations at end of period	6	4,141	6	4,141
Disputes being dealt with by conciliation boards at end of period	8	2,314	8	2,314
Totals	44	163,097	228	871,708

Complaints of Violations of the Act

There were during the year eight complaints of alleged violations of the provisions of the Act. Complaints by persons claiming to be aggrieved because of such violations are permitted under Section 44 of the Act.

Two of the complaints were referred to conciliation officers but were not settled. The remaining six were still under investigation at the end of the year. From the inception of the Act to the end of the year there were 33 such complaints. Industrial inquiry commissions were appointed to investigate nine of the complaints, resulting in either a settlement or dismissal of all nine. Four were settled by conciliation officers; two complaints referred to conciliation officers were not settled. Eight complaints were withdrawn, three lapsed, one developed into an application for consent to prosecute and six were pending at year-end.

Industrial Inquiry Commissions

Two industrial inquiry commissions were appointed during the year under Section 56 of the Act, which empowers the Minister to appoint such commissions to make any inquiries he thinks fit about industrial matters, especially complaints of alleged violations of the Act from aggrieved persons. The two commissions were appointed in connection with industrial disputes (see above). Since the inception of the Act, 25 such appointments have been made.

Canada Labour Relations Board

The Canada Labour Relations Board received 130 applications for certification of bargaining agents during the past year; seven others were under investigation at the end of the previous year. Of the 137 applications, 56 were granted, 23 rejected and 35 withdrawn. Four applications for revocation of certification were received; two were granted and two were still under investigation at the end of the year.

Sittings of the Board occupied 23 days during the year. Approximately two thirds of the meeting time of the Board was spent hearing oral submissions by representatives of the 41 employers, 26 trade unions and various other parties who appeared before the Board. Most of the cases coming before the Board are decided without the necessity of oral submissions.

Two complaints of failure to bargain collectively were referred to the Board. An order to bargain was issued in one case; the other was being investigated at the end of the year. There were no applications for a procedure for final settlement of disputes over the meaning or violation of a collective agreement.

The Board is composed of four representatives of organized labour, four representatives of employers' organizations, and an independent chairman. A vice-chairman acts during the chairman's absence and officers and staff of the Industrial Relations Branch act as officers and staff of the Board.

Certification Proceedings

During the year the Board received 130 applications for the certification of bargaining agents; these directly affected 8,767* workers. The Board disposed of another seven applications for certification that were under investigation at the close of the previous year. Of these 137 applications, which directly affected 8,928* workers, 56 were granted, 23 rejected and 35 withdrawn. At the end of the fiscal year, the remaining 23 were still under investigation. During the year the Board ordered 21 representation votes in applications for certification and one vote in an application for revocation of certification.

From the inception of the Act to March 31, 1959, the Board received a total of 996 applications for certification, directly affecting some 129,402* workers; 597 applications were granted, 181 rejected, 195 withdrawn, and 23 were

* Preliminary estimate, subject to revision.

pending at the end of the year. In that period, the Board ordered 160 representation votes in applications for certification and six votes in applications for revocation of certification.

Other Proceedings

Complaints of Failure to Bargain Collectively

During the year ended March 31, 1959, two complaints made under Section 43 of the Industrial Relations and Disputes Investigation Act, alleging that a party had failed to bargain collectively, were referred by the Minister to the Board. In one case, the Board issued an Order requiring the respondent to bargain collectively with the complainant. The other complaint was under consideration by the Board at the end of the year.

From the inception of the Act to March 31, 1959, the Minister referred to the Board a total of seven complaints concerning failure to bargain collectively. In two cases the Board issued Orders requiring the respondents to bargain collectively with the complainants. It dismissed four complaints on the grounds that Section 43 of the Act did not have application to the matters in dispute, and one such complaint was pending at the close of the period under review.

Applications for Revocation of Certification

The Act provides (Sec. 11) that where in the opinion of the Board the bargaining agent no longer represents the majority of employees in the unit for which it was certified, the Board may revoke the certification of the bargaining agent. The Board is also authorized (Sec. 61 (2)) to reconsider, vary or revoke decisions or orders made by it.

Four applications for revocation of certification were received during the year. Two were granted, and two were under investigation at the end of the fiscal year. Since the inception of the Act, the Board received a total of 24 applications for revocation; 12 were granted, nine refused, one withdrawn, and two were pending on March 31, 1959.

Applications for Procedure for Final Settlement of Disputes Over Meaning or Violation of Collective Agreement

The Act prescribes (Sec. 19) that where a collective agreement does not contain a procedure for the final settlement of differences concerning the meaning or violation of a collective agreement, an application may be made to the Board for the provision of such a procedure. No such applications were received during the year.

Since the inception of the Act, 12 applications have been received; five were granted, three rejected, and four cases were settled without the necessity of a Board order.

Fair Wages on Government Contracts

Twelve contracts let during the year by Defence Construction (1951) Limited and the Department of Transport for construction on joint Canada-United States defence projects in the Canadian North are governed by fair wages legislation*. A contract let by the U.S. Corps of Engineers for development of communication facilities at Cape Dyer, N.W.T., and monitored by Defence Construction (1951) Limited is also governed by the legislation.

Because of the short working season in the North and the urgency of the work, the Department issued overtime permits on all these projects. The permits required payment of wages at a rate not less than time and one-half during overtime hours.

All contract projects undertaken by The St. Lawrence Seaway Authority are subject to the fair wages legislation. From September 15, 1954 to March 16, 1959, the Department issued schedules of labour conditions for 124 Seaway contracts and 46 overtime permits requiring not less than time and one-half for all hours worked in excess of eight a day and 44 a week. Contractors' observance of the wages and overtime conditions was checked by routine inspections. Wage arrears amounting to \$51,050.34 were collected from contractors for distribution to 1,648 workers.

Projects undertaken by the Department of Agriculture in connection with the development of the South Saskatchewan River Dam are also subject to the fair wages legislation. During the year the Department of Labour issued nine schedules of labour conditions for this development. Overtime permits issued for six contracts required not less than time and one-half for overtime hours. Routine inspections were made to ensure that wages and overtime provisions were observed; wage arrears amounting to \$873.55 were collected and distributed to 27 employees.

On Works of Construction, Repair, Remodelling and Demolition

During the year the Department issued 2,877 schedules of labour conditions, compared with 2,352 during 1957-58 and 2,158 during 1956-57. During the year under review, \$54,352.05 was collected from 106 contractors for distribution

* The Fair Wages legislation is in three parts: the Policy Order, the Act, and the Regulations under the Act. The Fair Wages Policy was originally adopted as a Resolution of the House of Commons in 1900 and later expressed in an Order in Council in 1907, which has since been revised and expanded. The last revision and consolidation was Order in Council (P.C. 1954-2029) of December 22, 1954. The Fair Wages and Hours of Labour Act, passed in 1935, provides for the payment, on construction contracts, of such wage rates as are "generally accepted as current for competent workmen in the district but shall in all cases be such wage rates as are fair and reasonable". The Act limits the working hours on such projects to eight a day and 44 a week and provides that such hours may be exceeded only in emergency circumstances and by permission of the Minister of Labour.

A Regulation under the Act passed in 1940 and revised by Order in Council (P.C. 1954-2030) of December 22, 1954 provides that all cases of default in the payment of wages to employees under a contract shall be referred to the Minister of Labour for investigation and determination of the amount in default. It provides also that where a contracting department has occasion through a breach of contract by a contractor to seize his security and to withhold moneys due under a contract, that department shall immediately notify the Deputy Minister of Labour.

A more detailed account of the Policy, Act and Regulations appears in the Annual Report for the year ending March 31, 1950 (p. 26-28).

to 1,763 workers to satisfy wage arrears owing by contractors. During the years 1957-58 and 1956-57 the collections totalled \$96,129.16 and \$106,680.57 respectively.

On Contracts for the Manufacture of Supplies and Equipment

Departments awarding contracts for the manufacture of supplies and equipment are required to include standard labour conditions as a provision of the contract. During the year under review, 1,216 contracts were awarded, and 103 statutory declarations listing the classifications of workers employed on such contracts, their wage rates and hours of work were submitted to the Department for review. The corresponding figures for 1957-58 were 1,531 contracts and 87 statutory declarations.

All complaints received with respect to failure of contractors to apply the labour conditions of contracts are investigated, and regular inspections made. During the year, Fair Wages Officers made 151 inspections of wages and hours and other labour conditions, including the non-discrimination provision, being observed by contractors on government contracts. In addition 112 inspections were made of the overtime rates being paid on contracts where permission was granted to exceed the statutory hours of work. The corresponding figures for 1957-58 were 372 wage inspections and 151 overtime permit inspections.

Prevailing Rate Employees

There are 35,000 to 50,000 prevailing rate employees exempt from the Civil Servic Act and employed by about 26 departments and agencies of government. They are employed on public buildings, parks, forests, canals, dockyards, ordnance depots, machine shops, ammunition depots, air stations, printing establishments and on government vessels. In addition, the government departments and agencies have contracted for the use of the services of about 4,000 commissionaires of the Canadian Corps of Commissionaires and the British Columbia Corps of Commissionaires at various locations across Canada.

Order in Council (P.C. 1053) of June 29, 1922, exempted about 130 classifications from the Civil Service Act and provided that the selection of employees for these exempt classes be left entirely in the hands of the employing departments; that they be paid the prevailing rate, provided it does not exceed the salaries in the classification schedule; and, where no classification schedule exists, the rate of pay shall be as recommended by the employing department and approved by the Governor General in Council. In subsequent years, the original list of exemptions has been increased from time to time. Treasury Board Order (T.B. 524300) of November 15, 1957, effective January 1, 1958, amended and consolidated the previous Prevailing Rate Employees General Regulations and made provision that the remuneration of these employees be based on rates of pay prevailing in the area of their employment for the class of work they do, and that the rates shall be fixed by Treasury Board after receipt of a submission from a department that is based upon a recommendation of the Department of Labour. T.B. 526001 of December 20, 1957, effective January 1, 1958, amended

and consolidated the previous Ships' Officers Regulations and made similar provisions respecting the salary rates of officers on government ships. T.B. 526000 of December 20, 1957, effective January 1, 1958, amended and consolidated the previous Ships' Crews Regulations and provided that wage rates shall be determined in the same manner as for ships' officers.

Corps of Commissioners

T.B. 482506 of February 8, 1955, the Commissionaire Services Regulations, effective April 1, 1955, revoked the previous Order in Council (T.B. 434590) of August 28, 1952, and provided that agreements may be entered into between government departments and the Canadian Corps of Commissionaires or the British Columbia Corps of Commissionaires for the purpose of providing services by commissionaires. The rate of pay for each commissionaire supplied by the Corps will be established by Treasury Board after consultation with the Department of Labour. The rates recommended by the Department of Labour are to be based upon the private industry rates for comparable employment in the same area, including the private industry rates for the services of commissionaires.

During the year 9,659 wage rate recommendations were made for the establishment of rates of pay of prevailing rate employees. Approximately 450 different occupational classifications were represented in these recommendations. The corresponding figures for the year 1957-58 were 9,587 recommendations involving about 450 occupational classifications. During the year field officers of the Department conducted 372 wage surveys to obtain information about wage rates paid by private employers in the various areas across Canada where prevailing rate employees were employed. In the year 1957-58 the number of surveys was 302.

In determining the appropriate rates of pay for these employees, the wage returns collected by the Economics and Research Branch, the wage rates established by collective agreements and the wage rates specified in some provinces by legislation were also examined.

Labour-Management Co-operation Service

At the close of the year, the Department had a record of 1,491 labour-management committees. According to the latest figures available, approximately 415,000 Canadian workers are represented on these committees. All major industrial classifications, including manufacturing, transportation, mining, service, communications, retail and wholesale trade, construction and finance, are covered by these committees.

The Labour-Management Co-operation Service* has carried on the work of encouraging labour-management co-operation through joint committees since May 1947. Previously this work was administered by the Industrial Production

* The Service maintains a staff of trained Industrial Relations Officers in various locations from coast to coast. Branch offices are located at Amherst, N.S.; Montreal and Three Rivers, Que.; Toronto, Hamilton and Windsor, Ont.; Winnipeg, Man.; and Vancouver, B.C. As an aid to the promotional work of its field representatives, the Service prepares and distributes printed material, films and other information.

Co-operation Board. The establishment of the Labour-Management Co-operation Service recognized the valuable work done during World War II by labour-management production committees in many vital industries. The Department has had the continuing support of major national employer and labour organizations in this work. An advisory committee comprised of representatives of employers' associations and the trade union movement has been appointed to advise the Minister on matters relating to the administration of the Service. The present members of this committee were appointed under Treasury Board Minute dated June 26, 1958.

During the year, many inquiries were answered concerning labour-management co-operation and the operation of labour-management committees.

A regular bulletin, "Teamwork in Industry", containing ideas and information on industrial relations, human relations and other topics of interest continued to be issued monthly. During the year the combined circulation, English and French, averaged 15,000 copies monthly. A condensation of the highlights in this publication appears monthly in *The Labour Gazette*.

A new series of posters, illustrating various phases of joint consultation and labour-management co-operation was issued. Each of these posters has an accompanying pay envelope message amplifying the subject of the poster. During the year requests for 45,600 posters and 270,180 pay envelope messages were received from committees. This was an increase in demand of 11,000 posters and 90,000 stuffers over the previous year.

Among the activities most frequently reported on by labour-management committees are the following: measures to promote better understanding between management and labour, improved production efficiency, improved quality, accident prevention, good housekeeping, improved communications, reduced waste and reduced absenteeism.

The Canada Fair Employment Practices Act

The Canada Fair Employment Practices Act* came into effect on July 1, 1953. During the year three complaints made under the Act were settled. Since inception of the Act, 30 complaints have been made, all of which were settled.

During the year, as part of a continuing program of educational publicity under the Act, two new pamphlets were published and distributed, radio plays were broadcast, a film trailer was produced, a TV spot announcement was produced. In addition, a film was being prepared for the Department by the National Film Board which will be ready for release early in the next year. Advertisements concerning the provisions of the Act were placed again in the foreign language press of Canada during the year. Officers of the Department

* The Act applies to employers and trade unions whose operations fall within federal jurisdiction and is designed to prevent and eliminate discrimination in employment based on race, colour, religion or national origin. Under the Act, no employer may discriminate against any person in regard to employment because of his race, colour, religion or national origin, and no trade union may exclude anyone from membership or discriminate against anyone in regard to membership or employment on these grounds. The Act prohibits the use of advertisements, application forms or other inquiries in connection with employment which express, directly or indirectly, any limitation, specification or preference as to race, colour, religion or national origin. The use of employment agencies which practise discrimination is also forbidden.

attended seven national and international conferences on discrimination in employment sponsored by trade union organizations and other groups. Officers of the Department also attended the 1958 International Labour Conference to participate in the preparation of international instruments for the prevention of discrimination in employment.

Female Employees Equal Pay Act

The Female Employees Equal Pay Act* came into effect on October 1, 1956. The Act applies to employers and employees engaged in works, undertakings and business coming within federal jurisdiction.

The co-operation of employers and trade unions has been sought in giving effect to the purposes of the Act. Employers to whom the Act applies were asked to review their practices in the payment of female employees in order to avoid or eliminate any conflict with the provisions of the Act.

While no formal complaints have been received under the legislation, much advice and assistance has been given to parties seeking information concerning the provisions of the Act and its application to their particular problems.

Annual Vacations Act

The Annual Vacations Act was given Royal assent on January 31, 1958 and came into force on October 1, 1958.

The Act has thus been in operation for only six months of this year. In that time, the Minister of Labour has granted many applications for the approval of calendar or other years as the year of employment for vacations with pay purposes, and for the approval of vacations with pay provisions contained in collective agreements. In addition, complaints concerning the non-payment of vacation pay has been adjusted where necessary, and much advice and assistance have been given to employers, employees and trade union representatives desiring an explanation of the provisions of the Act and an opinion with respect to its application to groups of employees.

The Act provides that employees in works, businesses or undertakings under federal jurisdiction shall be given one week's vacation for the first completed year of employment, with vacation pay being at the rate of 2 per cent of gross earnings. For the second and subsequent completed years of employment the vacation period is two weeks, with vacation pay at the rate of 4 per cent of gross earnings. The vacation is to be granted not later than ten months following the completion of the year of employment in which the vacation is earned. Employees

* The Act, in its principal provision, prohibits an employer from employing a female employee for any work at a rate of pay that is less than the rate at which a male employee is employed by that employer for identical or substantially identical work. A difference in rates of pay for male and female employees doing identical or substantially identical work does not contravene the Act when such difference is based upon factors other than sex that normally justify different rates of pay. Complaints under the Act may be made in the first instance to the Minister of Labour. Such complaints may be referred by the Minister to a Fair Wage Officer to make an investigation and try to effect a settlement. If no settlement follows, the complaint may be referred to a referee for final decision after hearing the parties concerned. The referee may order the adjustment of wages paid to female employees.

whose employment is terminated for any reason before the completion of a year of employment are entitled to vacation pay at the same percentages of earnings for the portion of the year employed. An employee employed for 30 days or less in his first year of employment is not entitled to vacation pay.

The Act also provides that the provisions of collective agreements with respect to vacations with pay shall prevail over the provisions of the Act for the current term of those agreements made before and existing on October 1, 1958, the date the Act came into force; that the Minister of Labour may approve collective agreement provisions for vacations with pay which are made after the date the Act came into force; and that the Minister of Labour may approve a calendar or other year of employment, in place of the anniversary-date-of-employment year upon which the Act is based, as the year of employment for purposes of granting vacations with pay.

Regulations pursuant to Section 9 of the Annual Vacations Act were made on September 2, 1958, by Order in Council P.C. 1958-1320, prescribing procedures for carrying out the purposes and provisions of the Act. Among other things, the Regulations provide for the making of applications for the waiving and postponing of vacations, for approval of a calendar year as the year of employment for vacations with pay purposes, and for the approval of collective agreement provisions for the granting of vacations with pay. The Regulations also provide for the exemption of certain classes of employees from the Act, for the keeping of employee records pertaining to annual vacations with pay, and for the payment to the Minister of Labour of vacation pay to which employees are entitled but who cannot be located by the employer. Such vacation pay is held in a Suspense Account by the Minister until claimed by the employee.

So that employers, employees and trade union representatives might be fully informed concerning the Act, the Minister of Labour issued, some weeks before the Act came into force, an explanatory memorandum on the provisions and requirements of the Act.

Canadian Government Annuities

The Annuities Branch administers the Annuities Act (R.S.C., 1952, c. 132), which provides for the sale of deferred and immediate annuities to the public individually or as company pensions. The Branch maintains across the country 49 sales offices staffed by 87 salesmen and 17 office assistants, and, in addition, information is available from Accounting Post Offices. An advertising program is conducted in newspapers and periodicals. The guiding principle of the Government Annuities program was stated in the preamble to the original Act of 1908: "Whereas it is in the public interest that habits of thrift be promoted and that the people of Canada be encouraged and aided thereto so that provision may be made for old age; and whereas it is expedient that further facilities be afforded for the attainment of the said objects . . ." The sale of annuities began on September 1, 1908.

During the year 4,428 deferred annuities and 878 immediate annuities were affected, as well as 69 group annuities covering 1,170 employees. Although sales were down from 1957-58, total premium income increased by \$885,150.

Studies were begun to see how further mechanization of record-keeping, particularly with respect to the calculation of interest on annuitants' accounts, can best be accomplished. Some preliminary work was done on the quinquennial mortality study to be completed in 1959.

Pension Plans

At the end of the year there were 1,195 pension plans underwritten by group contracts. These cover 204,853 active employees and provide paid-up deferred pensions for many employees who terminated their service. There have been 25,849 employees retired on pension.

There are also many pension plans underwritten by individual contracts. These plans are, where possible, being converted to a group contract basis for economy of operation and automatic adjustment to changes of premium scale. Thirty-two such plans were converted during the year, increasing the total number converted to 248.

Many companies operate their pension plans by a trusteeship fund whose trustees buy an immediate annuity from an outside source for a retiring employee. There were 152 such annuities bought from the Annuities Branch in the year, an increase of 53 over the number for the previous year.

Registered Retirement Savings Plans

Most purchasers of deferred annuities who are eligible to take advantage of the tax concession register their contracts. The premiums paid relative to the 1958

taxation year on registered government annuities were \$7,817,399 on 17,305 contracts. Special premium statements for tax purposes were issued to the purchasers. The Branch incurs considerable correspondence because the public seem to have difficulty understanding the law. Most of the misunderstanding arises from the requirement that premiums paid in the first sixty days of the calendar year be credited back to the previous calendar year for tax exemption.

Financial and Statistical Data

The financial statement for the year is shown in Table 1, supported by the valuation schedule in Table 2. The Government Annuities Account increased by \$58,183,850 during the year. An analysis of the single-life vested annuities is presented in Table 3. The figures are necessarily based on number of contracts, although some annuitants have more than one annuity and the average income is a little larger than the table would suggest. Table 4 gives a history of the number of annuities sold and the purchase money received.

The average age of persons drawing their annuities increased by 0.2 years to 69.6 years, and the average age at death under the 3,309 reported deaths was 76.5 years, an increase of 0.4 years over the previous year's figure. At March 31, 1959 one annuitant was 107 years old and had drawn the annuity for 24 years. Over the years 25 annuitants have attained the age of 100 or more.

**TABLE 1—Government Annuities Account Statement for the Year
Ended March 31, 1959**

<i>Fund</i>	
Fund, April 1, 1958	\$1,047,641,226.00
Receipts, 1958-59, less disbursements	58,026,284.61
Transfer to maintain reserve	157,565.39
Fund, March 31, 1959	1,105,825,076.00
<i>Liabilities</i>	
Valuation of annuities outstanding	1,105,825,076.00
(See Table 2)	
<i>Receipts</i>	
Immediate annuities	5,782,225.39
Deferred annuities	57,783,025.93
Interest to March 31, 1959	40,710,603.00
Total	104,275,854.32
<i>Disbursements</i>	
Vested annuities	40,500,964.33
Commuted values	676,459.01
Premiums returned with interest (including instalment death benefits)	3,915,022.31
Premiums returned without interest	547,737.42
Employee withdrawal payments (pension plans)	604,386.23
Unclaimed annuities transferred to C.R.F. (Net)	5,000.41
Total	46,249,569.71
Receipts less disbursements, 1958-59	58,026,284.61
Total	104,275,854.32

DISTRIBUTION

Interest Rate	Account at 31/3/59
4%	\$ 853,842,783.00
3%	87,661,173.00
3½%	164,321,120.00
Total	1,105,825,076.00

TABLE 2—Valuation, March 31, 1959, of Annuity Contracts and Certificates

Classification	Number	Amount of Annuity	Present Value of Annuities in Force
<i>Vested:</i>		\$	\$
Males, ordinary annuities	16,798	7,831,446	59,632,453
Females, ordinary annuities	19,845	7,778,080	73,052,850
Males, guaranteed annuities	16,026	9,402,611	102,644,120
Females, guaranteed annuities	12,709	6,956,436	93,659,106
Reducing at age 70	5,092	5,176,073	38,267,693
Last survivor ordinary	3,389	1,677,097	20,719,674
Last survivor guaranteed	632	388,407	5,495,805
Annuities certain	3,481	2,030,735	8,195,124
Temporary annuities	1,014	256,164	1,105,382
Totals Vested	78,986	41,497,049	402,772,207
Deferred contracts and certificates	343,957	—	702,495,369
Death benefits by instalments	—	—	504,488
Advance premiums	—	—	53,012
Totals	422,943	—	1,105,825,076

TABLE 3—Vested Annuity Contracts, Single Life Only, in force on March 31, 1959

(A) By Amount of Annuity

Amount of Annuity	Number of Contracts	Per Cent	Cumulative Per Cent
Less than \$300	25,927	36.8	36.8
\$300 and less than \$600	16,526	23.4	60.2
\$600 and less than \$900	12,595	17.9	78.1
\$900 and less than \$1,200	4,762	6.7	84.8
Exactly \$1,200	8,923	12.7	97.5
Over \$1,200*	1,737	2.5	100.0
Totals	70,470	100.0

* Including annuities reducing to less than \$1,200 at age 70.

(B) By Sex and Age of Annuitant

Age Attained	MALE		FEMALE		TOTAL		
	Number of Contracts	Per Cent	Number of Contracts	Per Cent	Number of Contracts	Per Cent	Cumulative Per Cent
Less than 40	390	1.1	576	1.7	966	1.4	1.4
40 — 49	748	2.0	1,072	3.1	1,820	2.6	4.0
50 — 59	2,182	6.0	3,461	10.2	5,643	8.0	12.0
60 — 69	12,645	34.7	11,378	33.4	24,023	34.1	46.1
70 — 79	16,770	46.1	11,862	34.8	28,632	40.6	86.7
80 — 89	3,460	9.5	5,112	15.0	8,572	12.1	98.8
90 and over	217	0.6	597	1.8	814	1.2	100.0
Totals	36,412	100.0	34,058	100.0	70,470	100.0	

TABLE 4—Number of Individual Annuity Contracts and Certificates Issued and Net Receipts

Fiscal Year Ending March 31	Individual Contracts Issued	Group Certi- ficates Issued	Total Contracts and Certificates Issued	Net Premium Receipts
1908-54*	156,468	212,222	368,690	\$837,667,308.37
1955	6,242	18,300	24,542	68,594,250.49
1956	6,799	15,672	22,471	69,945,756.20
1957	5,937	12,476	18,413	64,421,059.30
1958	6,701	11,236	17,937	62,149,627.18
1959	5,306	18,043	23,349	63,017,513.90
Totals	187,453	287,949	474,402	1,165,795,515.44

*From Sept. 1, 1908 to Mar. 31, 1954.

Special Services

The main responsibilities of the Branch are: participation in the program to stimulate winter employment, including administration of the Municipal Winter Works Incentive Program; the Federal-Provincial Farm Labour Program; organized movements of workers between Canada and the United States; reception and assistance in placement of certain immigrant workers; recruitment and counselling of prospective immigrants; liaison with associations and employers in the forest industry in regard to their manpower problems.

The activities of the Special Services Branch during the past year were directed mainly to the stimulation of winter employment. The Branch's efforts in earlier years gained the endorsement of the National Winter Employment Conference at Ottawa in July. The early action taken on some of the Conference's recommendations undoubtedly contributed to some extent to the increase in employment during the 1958-59 winter. All provinces participated in the Municipal Winter Works Incentive Program, proposed to the provinces by the Prime Minister on October 27.

During the year, as in previous years, large numbers of workers were moved within the provinces to meet seasonal requirements for farm labour. All provinces except Newfoundland participated in the Federal-Provincial Farm Labour Program.

Immigration during 1958-59 was somewhat lower than in the previous year but the Department continued to operate its hostel at St. Paul l'Ermite, Que., and to provide recruitment and counselling services in the United Kingdom.

Stimulation of Winter Employment

The National Winter Employment Conference, convened by the Minister of Labour and attended by approximately 100 delegates representing industry, business, national organizations, labour and all levels of government, endorsed federal government action taken to stimulate winter employment and recommended that incentives aimed at further stimulation should be provided by both government and industry. The conference also recommended that federal Government publicity in connection with winter employment should be extended and that aid should be made available to municipalities in carrying out winter works projects.

These recommendations and all others put forward by the conference were given immediate study and early action was taken on them where that was possible. Others are under continuing study. The conference and its recommendations undoubtedly contributed to the increased activity during the winter of 1958-59 throughout all Canada. Many influential Canadians were given the opportunity of taking a close look at the winter employment problem and considering remedial steps which they or the organizations they represented could take.

The Winter Employment Working Committee held 15 meetings during the year. Several of them were concerned entirely with arrangements for and recommendations made by the National Winter Employment Conference. The Committee, set up in 1954 to explore ways of increasing winter employment, is composed of officials of the Department and the Unemployment Insurance Commission.

The Interdepartmental Committee on Winter Employment was again active during the year. It is composed of senior officials of the Departments of Defence Production, Finance, Labour, National Defence, Public Works and Transport, the Unemployment Insurance Commission, Central Mortgage and Housing Corporation and Defence Construction (1951) Limited. The sub-committees set up to deal with new construction, maintenance and repair of buildings, other structures and equipment and procurement have been active in stimulating winter employment.

The Secretariat for the Winter Employment Working Committee, the Interdepartmental Committee on Winter Employment and three of its sub-committees is provided by the Special Services Branch.

Provisions for Increased Winter Employment

It is now general practice to continue federal government construction throughout the winter wherever feasible, and to carry out all maintenance, repair and alteration work during that time unless it is urgent. Winter employment liaison officials in all government departments and agencies are kept advised of committee and sub-committee activities and given all information which might assist them in efforts to provide more winter employment.

The National Joint Committee on Wintertime Construction, which was formed in 1955 by the Canadian Construction Association to examine seasonal problems and stimulate action to increase winter employment in the construction industry, was active throughout the year. The Labour Department is represented on this Committee, which took a leading part in the discussions at the National Winter Employment Conference. The Committee arranges for senior officials of the Canadian Construction Association to address meetings to stimulate winter employment generally across Canada.

At the national level, publicity and other efforts aimed at stimulating winter employment were carried out more extensively than in any past year. (For more details on these activities see section on Information and Publicity, page 48) The chartered banks drew attention to the availability of home improvement loans for carrying out work during the winter months by counter cards and through their national advertising.

Provincial government officials were again visited at intervals this year by officials from the Special Services Branch for discussions on ways and means of stimulating winter employment. Officials of national organizations, such as the National House Builders' Association, the Canadian Manufacturers' Association, the Canadian Electrical Manufacturers' Association, Operation Home Improvement and the Canadian Federation of Mayors and Municipalities, were visited

to keep them informed of federal government activities and to enlist their co-operation in stimulating winter work. Visits were also paid to officials of federal government departments concerned with construction, to Central Mortgage and Housing Corporation and Defence Construction (1951) Limited from coast to coast.

Municipal Winter Works Incentive Program

On October 27, 1958, the Prime Minister communicated with the Premiers of the Provinces and expressed the willingness of the federal Government to co-operate in sharing the costs of approved municipal winter works projects. On October 29 the Minister of Labour wrote to the Premiers of the provinces and set forth in detail the terms of the federal government offer, the principal ones being:

1. The Canadian Government, subject to the approval of the plan by the provincial government, will reimburse each municipality one-half of the direct payroll costs of the municipality or its contractors or sub-contractors during the period from December 1, 1958, to April 30, 1959, on accepted winter works projects within the scope of this proposal. (At a later date, the period mentioned above was extended by one month.)
2. Winter work projects, it will be understood for the purpose of this program, will be confined to those projects falling within the categories set out in number 3 below, which would not normally be undertaken during the winter months and are designed to create additional employment during this period of the year. They will include:
 - (a) Needed public projects municipalities have had in mind undertaking at some time in the future which can be undertaken this winter.
 - (b) New projects which can be carried out this winter.
 - (c) Additional work on existing projects over and above the work which would have been carried out in any event this winter.
3. The categories of works projects to be covered, subject to acceptance of each winter works project, are:
 - (a) The construction and major reconstruction of streets, sidewalks or roads, other than arterial roads;
 - (b) The construction and major reconstruction of water, sewage and storm sewage facilities not including buildings;
 - (c) The construction and development of municipal parks and playgrounds.

The offer of the federal government was accepted by all provinces and all provinces participated in the program.

Statistical information concerning the Municipal Winter Works Incentive Program during the period December 1, 1958, to May 31, 1959, is contained in Table 1.

Federal-Provincial Farm Labour Program

To assist the provinces in carrying out their farm labour programs, agreements covering operations for the fiscal year 1958-59 were entered into with each of the provinces except Newfoundland. Under the agreements, the federal Government and the provinces shared expenses incurred in organizing the more efficient use of manpower in agriculture and in recruiting, transporting and placing workers on farms and in related industries. The amounts allocated by the federal Government to the provinces under these agreements were: Prince Edward Island, \$5,000; Nova Scotia, \$10,000; New Brunswick, \$5,000; Quebec, \$20,000; Ontario, \$33,000; Manitoba, \$17,000; Saskatchewan, \$35,000; Alberta, \$50,000; and British Columbia, \$15,000.

As in the previous years, it was necessary to move large numbers of workers within the provinces to meet seasonal requirements.

When the demand for farm workers could not be set within a province, arrangements were made to move workers between provinces. Details of the organized interprovincial movements are set out in the following table:

TABLE 1—Municipal Winter Works Incentive Program

	Canada	B.C.	Alta.	Sask.	Man.	Ont.	Que.	N.B.	N.S.	P.E.I.	Nfld.	N.W.T.
Applications Received	2,411	328	291	167	93	716	291	218	247	2	48	10
Applications Accepted	2,327	319	282	148	91	695	290	214	232	2	46	8
Applications Rejected or Withdrawn	84*	9	9	19	2	21	1	4	15	—	2	2
Estimated Total Cost of Projects	101,486	8,661	13,840	2,803	5,078	30,850	35,539	1,168	2,822	351	326	48
Estimated Total Direct Pay- roll Cost of Projects ...	32,814	3,852	4,421	1,078	1,741	10,273	9,154	570	1,463	71	167	24
Estimated Cost of Work Undertaken Under Projects, Dec. 1/58-May 31/59	61,961	5,941	9,526	2,604	3,879	19,352	17,407	1,052	1,879	10	273	38
Estimated Direct Payroll Cost of Work Under- taken Under Projects, Dec. 1/58-May 31/59	21,603	2,587	3,228	1,005	1,385	7,417	4,201	527	1,080	2	148	23
Estimated Federal Govern- ment Share of Direct Payroll Costs	10,698	1,231	1,609	500	692	3,698	2,094	254	534	1	74	11
Estimated Number of Men to be Hired, Dec. 1/58-May 31/59	41,353	3,216	5,173	2,327	1,478	11,267	6,412	2,367	8,256	18	743	96
Estimated Man Days Work to be Provided, Dec. 1/58-May 31/59	1,683,157	153,202	229,716	81,556	99,906	628,257	297,169	60,657	115,054	300	15,460	1,880

N.B.—Cost figures shown in thousands of dollars.

* Applications Rejected or Withdrawn R74 W10.

TABLE 2—Interprovincial Farm Labour Movements During the Fiscal Year

Type of Movement	From	To	Number of Workers
Hay Harvesters	Prairies	Ontario	92
Hay Harvesters	Maritimes	Ontario	276
Fruit Pickers (Students)	Quebec	Ontario	35
Potato Pickers	N.S., N.B.	P. E. Island	666
Sugar Beet Workers	Saskatchewan	Alberta	476
Sugar Beet Workers	Prairies	Ontario	41

Immigration during the year was not an important factor in meeting farm labour requirements.

Officials concerned in the administration of the Federal-Provincial Farm Labour Program meet annually at Ottawa to review the year's operations and to make plans for meeting labour requirements in agriculture and related industries during the coming year. The 16th Federal-Provincial Farm Labour Conference, held in Ottawa, December 2 and 3, 1958, was attended by representatives from the provinces, head office and regional officials of the National Employment Service, and officials of the Federal Departments of Citizenship and Immigration, Agriculture, Finance and Labour. Representatives of the Canadian Federation of Agriculture, the United States Department of Labor, the Canadian National Railways, The Canadian Pacific Railway Company, the International Labour Office and several embassies in Ottawa also attended.

Organized Movements of Workers Between Canada and the United States

The shortage of woods labour in the northern New England States and the availability of skilled woods workers in the border areas of Quebec and New Brunswick led to an arrangement during the war years whereby Canadian woods workers could be recruited by approved American employers under a quota arrangement. This arrangement has been continued in the postwar years, with changes considered necessary in the agreement being worked out between the Department of Labour of Canada and the United States Department of Labor. The present quota stands at 9,000. Applications for Canadian woods workers are cleared by United States Immigration and Department of Labor authorities after they have established that United States workers are not available in the numbers required. Allocations are then made in accordance with the agreement.

The numbers of Canadian woods workers employed in the United States on specified dates during the period 1951 to 1958 were as follows:

TABLE 3—Numbers of Canadian Woods Workers Employed in the United States at Four Specified Dates During the Years 1951 to 1958, Inclusive

	March 1	June 1	September 1	December 1
1951	5,848	4,570	6,324	7,495
1952	5,825	4,950	4,750	4,525
1953	4,100	3,670	3,848	4,875
1954	3,996	3,589	3,414	4,742
1955	3,833	4,893	5,978	7,548
1956	6,162	4,180	6,444	6,687
1957	4,455	5,582	3,962	2,666
1958	2,603	3,205	3,186	2,726

There is a very high turnover on these woods operations in the United States and men are crossing the border almost continuously to take jobs. Therefore, the figures shown in Table 3 do not represent the total number of men who have been employed.

For many years, there have been seasonal movements of various classes of agricultural workers to and from the United States, such as the movement from Quebec and New Brunswick to assist in the harvesting of potatoes in Maine, and the movement of tobacco curers from the United States to Quebec and Ontario. In recent years, these movements have been placed on an organized basis through agreement with the United States authorities. Particulars of such organized movements between the United States and Canada during the year are shown in Table 4.

TABLE 4—Movements of Farm Labour Between Canada and the United States during the Fiscal Year.

Type of Movement	From	To	Number of Workers
Potato Pickers	Que., N.B.	Maine	6,419
Maple Sugar Harvesters	Quebec	New England States	400
Bean Harvesters	New Brunswick	Maine	25
Tobacco Workers	Southern States	Ont., Que.	2,147
Apple Pickers	Quebec	New York State ...	98
Apple Pickers	Vermont	Quebec	129
Potato Planters	New Brunswick	Maine	230

Group Movements of Immigrant Workers

Immigration to Canada during 1958-59 was somewhat lower than in the previous year. During the year 1,213 immigrants came forward in group movements, of whom 1,074 were domestic workers.

The movement of domestic workers from the British West Indies, which had proved highly successful during the three previous years, was continued. During the year 230 domestics from the British West Indies were admitted to Canada. Of

these, 40 came from Barbados, 100 from Jamaica, 30 From British Guiana, 30 from Trinidad, 15 from St. Lucia and 15 from St. Vincent. As in previous years the selection of workers sent forward was the responsibility of authorities in the British West Indies and was made in accordance with standards laid down by the Government of Canada. The majority of these domestic workers were placed in Eastern Canada, and those few who were sent to Western Canada had their transportation advanced by their employers from port of entry to place of employment.

Handling of Group Movements

Since the inception in 1946 of group movements, 97,941 immigrants have come to Canada in group movements and have been placed in employment through the National Employment Service and the Department of Labour; of this total, 33,771 were farm workers; domestic workers, including single girls and married couples, numbered 25,863.

To provide temporary accommodation for immigrants and a suitable place for interviewing and counselling immigrant workers, the Department continued to operate its hostel at St. Paul l'Ermite, Que.

Recruitment of Prospective Immigrants

To provide facilities for Canadian employers wishing to recruit workers from the United Kingdom, the Department, in co-operation with the Unemployment Insurance Commission, maintained a staff working under the direction of the Directors of Immigration Service in London. The service provided by this staff was in effect an extension of the coast-to-coast clearance system of the National Employment Service in Canada.

While the total volume of immigrants from the United Kingdom was much less than in the previous year, the staff abroad was able to fill a considerable number of orders for highly skilled, technical and professional workers that could not be obtained in Canada.

Another function of the staff in London is to co-operate with the officers of the Department of Citizenship and Immigration in providing a counselling service for prospective immigrants who are seeking information concerning employment prospects and working and living conditions in Canada.

In view of the importance of forestry as a basic primary industry and its close association with agriculture in regard to manpower, the Special Services Branch maintains close liaison with associations and individual employers in the forest industries with particular reference to their manpower problems.

Economics and Research

The Economics and Research Branch serves as a central agency to survey and analyze economic trends affecting the labour force of Canada. Within the scope of its activity is the study of wages and working conditions, union organization, collective bargaining, employment and unemployment, particular occupations, and the training and utilization of manpower. The findings of its surveys and the analyses of basic studies are reported to the Government, to the United Nations and International Labour Office, and to the public. The work of the Branch falls into three broad fields which are dealt with by three Divisions: Labour-Management, Employment and the Labour Market, and Manpower Resources. Within each field is a dual program—compiling and interpreting basic information, and intensive research.

During 1958-59 the Branch improved its methods of collecting and publishing information on current collective bargaining activities. It extended its annual wage rate and salary survey into the area of community and inter-industry rates, and expanded its working conditions survey to cover a substantially greater number of employers. It intensified research on the characteristics of the seasonally unemployed. Several reports were published on Canada's supply of engineers and scientists. Several surveys have been made relating to automation, to the adequacy of training facilities, and to the acquisition of skills by various occupational groups. Improvements were made in techniques of analyzing the labour market across Canada on a current basis.

Labour-Management Relations

Over the past year much of the work of advising and assisting those directly involved in labour-management negotiations has related to the railways and the railway unions. There has been research assistance also to those concerned with conciliation activities, and exploratory studies have served as a background to assessing the changing needs for labour legislation.

Providing the substance for assistance to the parties to labour-management negotiations, the annual basic surveys have gathered information on collective agreements, on labour organization, on strikes and lockouts, on wage rates and on a variety of working conditions. In many of these, new survey methods have been introduced during the past year, and improvements have been made in the regular publication of their findings.

Collective Bargaining Agreements

New methods are being developed for compiling the Branch's comprehensive record of current collective agreements. Events in progress on the industrial relations scene are now being reported by more direct means, under a new arrangement with the Industrial Relations Branch by which monthly reports are received

from its field officers. Improved information drawn from these sources has made it possible to present a more complete summary of current labour negotiations which will expand the material presented monthly in *The Labour Gazette*. The negotiation of all agreements affecting 500 workers or more (with the exception of construction workers) will be followed as part of this summary.

Labour Organisation

For the 47th consecutive year a survey was made of Canadian labour unions and a directory compiled. *Labour Organization in Canada, 1958*, contained important statistics relating to 6,853 union locals and their central organizations as an accompaniment to the directory, which lists officers, publications and addresses.

Strikes and Lockouts

Information in some detail on strikes and lockouts continued to appear in *The Labour Gazette*, based on statistics collected throughout the year by the Branch in co-operation with the Unemployment Insurance Commission. The annual report, *Strikes and Lockouts*, was prepared for publication in an improved format and in consolidated form.

Wage Rate Survey

Techniques were substantially improved in the annual collection of detailed information on wage rates salaries and standard hours of labour for 90 leading industries. The presentation of occupations in each industry was simplified on the survey form for the convenience of the responding employers in the October 1958 survey, and results suggest that the change will provide more specific data.

October 1957 survey returns were published in loose-leaf statistical tables which were mailed as completed to approximately 1,000 subscribers in the course of the year. The annual report, *Wage Rates and Hours of Labour in Canada*, collected all of the statistical tables in a paper-bound volume, which appeared in late November.

During the past year the findings of the wage rates survey were of particular interest to the Pay Research Bureau of the Civil Service Commission, and this Branch supplied the Bureau with a considerable volume of wage-rate information.

Working Conditions Survey

During the past year the scope of the annual Working Conditions Survey was broadened to include an additional 8,000 establishments. The information on hours of work, vacations and holidays, pension and insurance plans and other fringe benefits was published in *Working Conditions in Canada, 1958*, appearing for the first time as a printed report. The usual summary of survey findings was published in *The Labour Gazette* in September.

Other material prepared for the *Gazette* included an article on industrial pension plans, which was published in August.

Work is being undertaken in preparation for the processing of the working conditions survey returns by means of an electronic computer.

Progress continued in the co-operative program with the provincial workmen's compensation boards to improve methods of compiling statistics on industrial injuries. Industrial fatalities were reviewed in an article for *The Labour Gazette* in May, and regular quarterly reports were also published, continuing the service of some years past.

During the year a study was made of the compensation benefits paid in manufacturing industries to offset temporary loss of income for various causes. A report, *Income Security Arrangements*, will be published at a later date.

An analysis of group insurance plans was completed and a report, *Group Hospitalization and Medical Insurance Plans in Canadian Manufacturing Industries*, was published in December.

Studies in Industrial Relations

Two new volumes appeared during the year under the Labour Department-University Research Program, and a number of new grants were approved for further research in the labour-management relations field. The books published in 1958 were *Théorie du salaire et conventions collectives*, by M. Bouchard of the University of Montreal, and *Pattern of Industrial Dispute Settlements in Five Canadian Industries*, by Professor H. D. Woods of McGill. At the year's end, ten research studies were in progress under this program, to which assistance and advice are given by the Branch.

Co-ordination of Labour Statistics

A committee of the Canadian Association of Administrators of Labour Legislation, established to provide a link between federal and provincial departments of labour in the field of labour statistics, held an initial meeting in March 1959. The committee's terms of reference are to encourage co-operation between government agencies in order to avoid unnecessary duplication of statistical information, to share technical knowledge and to remove gaps in existing statistical data. A summary of the labour statistics now provided by agencies of the federal Government has been drafted by the Branch for the use of the committee.

Employment and the Labour Market

Advice and information on labour market conditions were a continuing service to the Government and to others concerned with employment and unemployment questions.

Published information included the monthly "Current Manpower and Labour Relations Review", which appeared as the first section of *The Labour Gazette*. An appraisal and review of labour market conditions, "Manpower Developments in Canada, 1958" was prepared as a feature article for the February *Labour Gazette*. A mid-month press release summarizing employment trends was issued throughout the year in co-operation with the Dominion Bureau of Statistics.

For senior government officials, the Branch prepared regular fortnightly statements featuring special employment analyses. A quarterly forecast of the short-term employment outlook based on a sample of industrial establishments was continued.

Means of improving the kinds of information presented through these various channels have been studied throughout the year. For current analysis of the employment and unemployment outlook, exploratory research was undertaken to obtain a more precise statistical representation of the Canadian economic structure. To better interpret the current labour market scene, new series of data were examined to obtain both a more concise classification of the labour supply within geographic areas, and easier adaptation for seasonal changes. An extensive study was begun of those localities across Canada which are classified as labour market areas. Initially, the study is investigating the industrial composition of and manpower available in the metropolitan group, which consists of those urban centres with a labour force of 75,000 or more. A briefer examination was directed towards defining the characteristics of the unemployed in the nation's labour force.

Seasonal Employment

Increasing concern about winter unemployment led to detailed further study during the year of seasonal employment problems. A statistical summary of seasonal variations throughout industry and in different regions of the country was prepared for the National Winter Employment Conference in July. Research was begun to acquire a closer understanding of the special characteristics of the wintertime unemployed.

Seasonal unemployment in British Columbia is the subject of a special study currently being undertaken by the B.C. research Council, with advisory assistance from the Branch.

Employment of Women

Investigation of particular data relating to employment of women continued through the year, to serve the Women's Bureau and other government and public needs.

A major project was the research for and writing of a revised version of *Women at Work in Canada*. The new publication is a 100-page booklet of facts, charts and tables relating to the female working force. A forthcoming publication of the work histories of a survey sample of married women workers will be based on analyses conducted in the past year.

Additional work in the same field included the preparation of information on the terms of collective agreements involving nurses, for use at a meeting convened by the International Labour Organization, and an analysis of provincial legislation relating to age at marriage for the United Nations Commission on the Status of Women. Three feature articles were prepared during the year for *The Labour Gazette*, on "The Money Value of Housework", "Change in Women's

Employment Situation, July 1957-July 1958", and "Proportion of Married Women in Canada's Female Labour Force".* Two papers on various aspects of female employment were given to academic groups meeting in Ottawa.

Farm Workers

Another specific field of employment research was concerned with the problems of farm labour. The important shifts in the agricultural working force, and the changes over the past several decades in rural economic patterns were the subject of an intensive study undertaken in the preparation of a farm labour fact book. A paper, "The General Economic and Employment Outlook", was presented at the annual Federal-Provincial Farm Labour Conference in December. The Branch assisted in the preparation of several in the series of "Farm Labour Outlook" reports, in co-operation with the Special Services Branch of the Department and the Settlement Service of the Department of Citizenship and Immigration. A new study was also undertaken to reclassify the labour force living in rural areas, defining those who receive non-agricultural incomes.

Older Workers

The statistical findings of a study that had extended over two years were prepared for publication under the title, *The Aging Worker in the Canadian Labour Force*. An additional project, based on a sample survey of the work performance of retail store employees of varying age, was brought to completion and will soon be published.

Manpower Resources

What are the sources of our trained manpower resources, how are skilled and professional workers utilized, in what ways are needs for such workers changing? A number of activities in the Branch were directed towards obtaining information which would help answer questions such as these. Some of these activities were carried out in co-operation with other organizations interested in similar problems.

Preparatory work was carried out for a special meeting of the Organization for European Economic Co-operation, scheduled for Paris, in April 1959, at which problems relating to the training and utilization of scientific and technical manpower were to be reviewed. Canada and the United States, as associate members of the European organization, have taken part in this review program.

The Branch participated in the Sixteenth Inter-State Conference on Labour Statistics at Harrisburg, Pennsylvania, in June, the Twelfth Conference on Training Directors at Cornell University in October, and a Round Table Conference on "Man and Industry" sponsored in part by the Toronto School of Social Work in Toronto in November.

Professional Manpower

Canada's resources of engineers and scientists, essential to the nation's economic growth, have been the subject of an expanding program of research.

* Available as a reprint.

Survey reports and analytical studies have provided additional tools to meet the complex problems of educating and making full use of these key professional groups as the economic pattern changes and develops. The Advisory Committee on Professional Manpower met in November and the work of the Branch in this field was reviewed.

The Register of Scientific and Technical Personnel was maintained as an up-to-date record of those actively engaged as scientists and engineers. Arrangements were completed with the overseas officers of the Department of Citizenship and Immigration, and with the Executive and Professional Division of the National Employment Service, to register incoming scientists and engineers.

The cyclical survey based on the Register was carried forward into its final phase. The last of three sample groups, each representative of the entire Register, was surveyed in January. The sampling process in this third-year operation was refined still further to add to the value of the survey. The 1958 survey, covering the second group from the Register, was completed in the summer. A preliminary report of its findings has been released, titled *Engineering and Scientific Manpower Resources in Canada, Their Earnings, Employment and Education. 1957*. A final report will be published shortly.

Increased attention was given to the detailed study of the career histories of those who have qualified in these professional fields. Their earnings at various stages of their careers, their geographic and job mobility, their changing function from production or research to administrative or executive roles, the sections of industry employing them in greatest numbers, the practical benefits of post-graduate study, have all been the subject of investigation.

A survey was made of 1958 graduates from Canadian universities in engineering and scientific fields to discover their plans and prospects; a preliminary release of the findings was made in September under the title, "Survey of Students in 1958 Graduating Classes in Scientific and Technical Fields in Canadian Universities and Colleges." A similar survey of 1959 graduates was undertaken in January.

A follow-up survey of 1953-54 graduates from Canadian universities in scientific and technical fields was analyzed and the results were prepared for publication under the title, *The Early Post-Graduate Years in the Technical and Scientific Professions in Canada*.

A long-term study of Canadians attending United States higher educational institutions was projected, to include all fields of education. The third annual *Directory of Canadians Studying in the United States, 1957-58* was published late in 1958. The Directory provides Canadian employers with a means of getting in touch with qualified Canadian graduates from United States universities and colleges.

A sixth in the series of surveys of employer requirements for professional personnel was completed early in the year. Almost 2,700 employers most of whom had also participated in the 1956 survey were asked to forecast their requirements. Employment trends indicated by the successive surveys and augmented by other data were published in a preliminary article in the December *Labour Gazette*, and in January an expanded analysis was published as one of the series of Professional Manpower Bulletins. A detailed report of the 1958

survey, including a number of charts and tables, under the title, *Employment Outlook for Professional Personnel in Scientific and Technical Fields, 1958-1960*, was published in March.

Skilled Manpower Research Program

Deepening concern about the broad effects of automation, lack of sufficient foreknowledge of the character and pace of expected technological changes in Canadian plants and offices, and the changing complexion of training needs as a result of technological change, have led to a continuation and intensification of the Skilled Manpower Research Program during the year. The program, which originated in 1956 as a result of discussions with provincial training authorities and labour and management groups, has followed three main avenues of investigation: the extent and nature of technological changes in industry and their effects on skilled manpower requirements and training needs; how selected groups of essential skilled workers have acquired their competence; and the extent of public and industrial training facilities in Canada. The Skilled Manpower Training Research Working Committee continued to review and direct the program in its third year of operation and valuable advice and suggestions were received from the Advisory Committee on Technological Change.

Work has proceeded on several projects: an intensive case study involving the changeover to large-scale computer equipment in a large insurance company, a study of technological change in the automobile and automobile parts industries, an examination of the means by which selected groups of specialized workers acquired their skills, and an analysis of the training of engineers based on a 1957 survey. A new survey was planned to investigate organized training programs in industry for skilled tradesmen and technicians, as well as to determine the number employed and the number being trained. Complementary work in the Skilled Manpower Research Program has proceeded in the Vocational Training Branch, with the preparation of reports of Canada's publicly-operated technical training facilities.

Reports published during the year included *Technological Changes and Skilled Manpower: the Household Appliance Industry*, No. 3 in the bulletin series; *Outline of Technical Training in the United Kingdom*, No. 6; and, from the Vocational Training Branch, *Vocational Training Program in Canada: Publicly-Operated Technical and Trade Training*, No. 5A. The wide circulation of the published reports is evidence of public interest in the findings of the skilled manpower studies. Direct enquiry by mail and in person has come from many quarters.

At the request of the Manitoba government, the Branch, in co-operation with the Vocational Training Branch, carried out a special survey of industrial and commercial establishments in that province to determine the need for technicians and for a technical institute at the post-secondary school level.

Analysis of Occupations

Field trips in the Prairie Provinces, the Maritimes, and Ontario were undertaken in 1958 to gain a better understanding of the needs of secondary school

vocational guidance programs with respect to occupational information. The wider emphasis on vocational guidance to meet the needs of a large population increase at the high school level, combined with the bewildering complexity of the modern work world, has stepped up the demand for explicit information on various occupations. This is the need that is being met by the "Canadian Occupations" series of monographs and pamphlets, supplemented by filmstrips, which has been augmented during the past year and has been distributed to a much wider audience.

New titles added to the series during the year were *Careers in Meteorology*, *Teacher*, and *Occupational and Physical Therapist*; revisions were made of several monographs and pamphlets: *Machinist and Machine Operator*, *Optometrist*, *Lawyer*, *Forge Shop Occupations* and *Tool and Die Makers*. A new and lengthy monograph is being prepared on *Office Occupations*, and a revision of *Technical Occupations in Radio and Television* is in progress.

The number of direct enquiries during the year from young people, vocational guidance counsellors and others exceeded 1,000 and publications distributed in answer to individual requests totalled nearly 13,000 pieces.

Additional quantities were distributed to secondary schools (9,000 of each new monograph and 15,000 of each new pamphlet) and to the National Employment Service (1,600 of each). The Department of Citizenship and Immigration obtained 170,000 monographs in English and French to meet special needs overseas. A display of the publications in the Canadian Pavilion at the Brussels World Fair attracted much attention.

Working and Living Conditions in Canada, another publication which is widely used abroad, was prepared for printing in revised and improved form. This is a booklet published jointly by the Economics and Research Branch and the Department of Citizenship and Immigration.

An innovation during the past year was the use of colour in two new filmstrips, "Medical and Laboratory Technologist" and "Teacher," prepared by the National Film Board in co-operation with the Branch. These brought to 16 the number of filmstrips produced as part of the "Canadian Occupations" series, and a seventeenth is in preparation. The filmstrip, "Draughtsman", was nominated for award in the social studies category at the American Film Festival sponsored by the Educational Film Library Association Incorporated in New York in April.

Correspondence and Reports

During the year it became necessary to establish a section of the Branch to handle enquiries and requests for information, and to prepare reports, particularly the periodic reports required by the International Labour Office. From November 1, the date of establishment, to the end of the year, almost 500 enquiries were dealt with by this section. A large proportion sought information on occupational wage rates.

At the end of the year, three reports to the ILO were in preparation: "The Cost of Social Security for the Years 1955, 1956 and 1957"; "Wages, Salaries, Hours of Work and Retail Prices, October 1958"; and Canadian data for the "Year Book of Labour Statistics, 1959".

Labour Gazette

The Labour Gazette Branch publishes, by authority of Parliament (Sec. 4, Department of Labour Act, R.S.C. 1952, c. 72), "The Labour Gazette," the official journal of the Department. The monthly magazine, now in its 59th year of publication, is produced in both English and French editions. The purpose of the journal is to disseminate accurate statistical and other information relating to the conditions of labour. The Branch also supervises the Department's press clipping service.

During the year, the Branch co-operated in the commemoration of the 10th anniversary of the Universal Declaration of Human Rights by publishing in the November 1958 edition a special section, "Human Rights in Canada". The section was later reprinted and 1,000 copies of the reprint distributed through the Human Rights Anniversary Committee for Canada and a further 500 copies in answer to requests.

Beginning with the January 1959 issue, *The Labour Gazette* adopted a new type face that permits the printing of a greater number of words on each page without any loss of readability. This should result in a decrease in the cost of production of the magazine.

Nine articles, including the special Human Rights section, were issued as reprints.

Total circulation (monthly average) was reduced during the year, but the reduction was almost entirely in the free distribution, with the result that the percentage of the circulation that is made through paid subscriptions increased. More than half the circulation of the French edition is now on a subscription basis.

Wide Coverage

The Labour Gazette continued to carry articles on those subjects that are within the jurisdiction or field of interest of the Department: conciliation proceedings, vocational and apprenticeship training, activities of the International Labour Organization, rehabilitation of disabled persons, proceedings before the Canada Labour Relations Board, industrial fatalities, labour legislation and women in industry. Reports were published of the National Winter Employment Conference held in July 1958, the 9th and 10th meetings of the Apprenticeship Training Advisory Committee, the 27th meeting of the Vocational Training Advisory Council, the 16th Federal-Provincial Farm Labour Conference, the 4th meeting of the Advisory Committee on Professional Manpower, and a meeting of the National Advisory Committee on the Rehabilitation of Disabled Persons.

The Labour Gazette also published, and later reprinted, "Provincial Minimum Wage Orders: A Survey", which was prepared by the Legislation Branch, and "Wage Rates and Selected Working Conditions in Eight Construction Trades",

prepared by the Economics and Research Branch. The complete annual report of the Unemployment Insurance Advisory Committee was also printed in *The Labour Gazette*.

It also published reports on other subjects and events of interest to Canadian labour: a monthly report on the operation of the Unemployment Insurance Act, monthly digests of selected decisions of the Umpire under that Act, a monthly report on government contracts containing a fair wage clause, and a monthly record of strikes and lockouts.

Conventions and Meetings

Staff members attended and prepared reports on the Second Constitutional Convention of the Canadian Labour Congress, the 37th Convention of the Canadian and Catholic Confederation of Labour, McGill University's 10th Industrial Relations Conference and Laval University's 13th Industrial Relations Conference, the 89th Annual General Meeting of the Canadian Manufacturers' Association, and the 29th Annual Meeting of the Canadian Chamber of Commerce. In addition, reports were published of the 90th (British) Trades Union Congress and the 41st Annual Meeting of the Canadian Construction Association.

The average monthly circulation of *The Labour Gazette* during the year was 13,025 (10,798 in English and 2,227 in French). Of this number, the average monthly paid circulation was 5,552 (4,772 in English and 780 in French) and the average monthly complimentary circulation was 7,473 (6,026 in English and 1,447 in French). The English circulation was 44.1 per cent paid; the French circulation 53.9 per cent paid. Paid circulation was higher than in the previous year; complimentary circulation, lower.

The subscription rate remained: \$2 a year for Canadian subscribers, with a special rate of \$1 a year to groups of five or more for trade union locals, students, and companies wishing to subscribe for their staffs; and \$4 a year outside Canada. A limited number of bound volumes, with a classified index, are available to subscribers at \$5 a volume in Canada and \$7 in other countries.

The Branch continued to produce a condensation of press stories and editorials for distribution to officials of the Department, under the name of "Labour News Digest".

Information and Publicity

The Information Branch provides a wide variety of information, publicity and promotion services for the Department and associated agencies, including the National Employment Service and the Canada Labour Relations Board, in line with the Department's policy of keeping the public and the press fully informed on the legislation it administers and on all federal activities in the labour field. In carrying out its promotional activities the Branch uses all media and publicity outlets, including newspapers, magazines, radio, television, films, direct mail, posters, billboards and transit advertising. It creates every form of advertising and publicity material to cover these media, from newspaper cartoons to film scripts and singing commercials. The Branch is also required to carry on systematic liaison with industrial groups involved with departmental promotional programs.

A large part of the Branch's activities during the year was devoted to the Canada Winter Work Campaign, now commonly known as the "Do It Now" campaign from the slogan by which the Branch has identified it from year to year in advertising and publicity.

This campaign, organized by the Department of Labour and the Unemployment Insurance Commission every winter for the past four years, is designed to increase economic activity and so to increase employment during the winter months. Again this year, national aspects of the publicity campaign, including the production of a wide variety of materials and advertising, were handled by the Branch.

National publicity activities were designed to give maximum support to local offices of the National Employment Service and to Local Employment Committees, since the effectiveness of the campaign depended on the co-ordinated efforts undertaken by individual communities on their own behalf. Efforts at the Dominion level were specifically designed to cause business and industry to plan for more winter activity in their own best interests, and consequently to increase winter work. In varying degrees, every town or city where there was an employment office saw an attempt to increase winter job opportunities.

Winter Employment Conference

The Branch assisted in arranging a Winter Employment Conference called by the Minister in July. (For details of the conference, see page 30.) Among the major recommendations of the Conference was one calling for stepped-up information and publicity activity, and the enlisting of maximum support from non-government sources on a national basis. This recommendation was accepted and the Branch was given the responsibility of carrying it out.

Members of the Branch interviewed senior officials of many of the largest building supply firms and retail outlets in various parts of the country, and discussed the methods these firms could use in tying in their advertising and sales promotion with the winter work campaign, to take advantage of the favourable climate already created by the campaign and at the same time to help promote the campaign itself. The Director addressed conventions and meetings of municipal associations, advertising groups and many of the national retail associations.

By special arrangement the advertising agency serving the Department added two men to its staff for the fall and winter months to work under the direction of the Branch in carrying on this liaison work with national advertisers in Toronto and Montreal, where the headquarters of Canadian firms are largely concentrated. Salaries and office costs of these men were borne by the Department.

In developing this kind of support, active co-operation was obtained from newspaper associations, the Canadian Broadcasting Corporation, and large magazine publishing houses. In all, about fifty national associations and publishing firms gave some degree of co-operation.

These liaison efforts aroused considerable interest and increased participation at both the national and local levels. During the year a total of 67 of the country's largest national manufacturers, distributors and advertisers, including chartered banks, supported the program in various ways. Sometimes, as in the case of firms selling goods or services directly involved in winter work, this co-operation took the form of rescheduling advertising and promotion to coincide with the campaign. Other firms, not so directly involved, arranged for the Department's television film clips and slides or radio spot announcements to be used on the programs they sponsored, or arranged a nationwide display of posters on their vehicles.

Reports were also received during the year from firms which were planning their advertising budgets and merchandising procedures to allow them to participate more fully the following winter.

As a direct result of this kind of contact with industry, a national organization of leading building supply houses agreed to concentrate its efforts in the winter months. An important trade association concerned with the renovation field, in co-operation with the Branch, was planning a large-scale wintertime sales campaign for next year.

To awaken interest in winter activity, a leading trade magazine originated, in co-operation with the Department, a contest for the title of "Building Supply Dealer of the Year", the winner to be judged on his winter promotion sales.

Canada-Wide Campaign

As in previous years, the publicity and advertising in the early fall was intended to encourage business, industry, local governments, institutions and the public generally to plan to have as much work as possible done in the winter months when men are available and materials are more readily obtained.

The active campaign itself began on national and local levels on January 15, 1959, and continued until the end of March. Special emphasis was placed on inside construction, redecoration, renovation, repair and maintenance work.

The national advertising portion of the campaign included a series of advertisements in all the daily newspapers, in most weekly newspapers, in a number of trade magazines, as well as in the main national consumer magazines. Paid spot announcements were placed on all radio and television stations.

A total of 2,770,000 pamphlets were prepared and distributed in a variety of ways, including 1,500,000 to householders all across the country through the co-operation of the Post Office, which also used the "Do It Now" slogan on all its cancelling machines. About 2,300,000 envelope stuffers were supplied for distribution with pay envelopes and public utility bills. A total of 244,000 posters in a variety of sizes were requested by local campaign organizers. Also, large posters were supplied for use, on a free public service basis, on 1,500 outdoor billboards through the co-operation of outdoor advertising firms throughout Canada.

In addition, posters were distributed to the branches of all banks to advertise Home Improvement Loans. Brochures explaining the campaign with examples of advertising support were put in the hands of national advertisers, large employers, newspapers and others who might back the campaign. Technical booklets on winter construction were supplied by the Central Mortgage and Housing Corporation for contractors and owners planning to build in the winter.

Several hundred theatres all across the country screened short promotional film clips provided by the Branch. A ten-minute animated film entitled "It's a Crime", produced in English and French the previous year, was again distributed through the National Employment Service for use when speakers addressed meetings of local groups and service clubs. The Branch also promoted use of a new winter construction film produced for the National Research Council by the National Film Board.

While there is no way of calculating accurately the monetary value of much of the national support from outside sources, it is estimated that the Department received about ten dollars worth of support for each dollar of the \$297,000 it spent.

Local support is also difficult to evaluate in dollars and cents, but the records kept by local offices of the National Employment Service give an indication of the volume of the support forthcoming for community campaigns. These reports show that there were about 1,000 newspaper pages of sponsored advertising, 3,431 news items, 782 editorials and 1,908 cartoons of illustrations in local newspapers; 24,862 radio spot advertisements sponsored by local businesses; 14,906 minutes of locally-sponsored radio program time; 2,929 television spot advertisements and 3,155 minutes of sponsored television program time. Local offices report only the items of local support of which they have knowledge, and there is no doubt that the support from these various sources was actually much greater.

"Canada at Work"

In sustaining the Department's weekly radio program "Canada at Work", which is carried free of charge by independent radio stations across the country as a public service, the Branch produced broadcasts on such subjects as winter

employment, professional manpower, rehabilitation, racial and religious tolerance, vocational training, the International Labour Organization and the employment of older workers. One series of four broadcasts, urging young people to stay in school to fit themselves for better employment opportunities, brought in requests for 15,784 scripts in English and French. More than 48,000 scripts of all broadcasts were distributed last year.

Broadcast regularly since 1942, the program brings current information on labour and related topics before the public. At the year's end, 71 English-language radio stations were carrying the program each week. During the winter, 29 French-language stations carried a series of 14 broadcasts on the main subjects covered by the regular English program.

In addition to collecting material, writing scripts and editing recordings, the Branch recorded most of the broadcasts with its own equipment.

Various Projects

An advertising campaign in newspapers and magazines was again carried out to promote the sale of Canadian Government Annuities. As in the case of Winter Employment advertising, the Branch was responsible for the design, layout and copy for these advertisements as well as for the choice of media.

A brief digest of current labour and industrial topics, "2 Minutes of Employment Facts", printed in English and French, was distributed to employers and employer groups, labour unions and others interested.

During the year the Branch prepared and distributed 213 news releases. Of these, 87 were issued on behalf of the Canada Labour Relations Board.

A special series of broadcasts on the various aspects of rehabilitation was produced and preparations were made to have the scripts printed in booklet form. Two rehabilitation films produced in earlier years, one on the employment of the handicapped and the other on community aspects of rehabilitation, were continued in circulation.

Another series of broadcasts on fair employment practices and racial and religious prejudice was printed in booklet form and published during the year and preliminary work was begun on a new film designed to combat prejudice and discrimination.

Research was completed for a bulletin on apprenticeship in industry, the third of a series on various aspects of apprenticeship. At the year's end the bulletin had been written and was ready for final revision. Material for this bulletin had been collected the year before by a member of the Branch in a country-wide series of interviews and meetings with employers and provincial apprenticeship officials.

The Branch continued to co-operate with the Interdepartmental Committee on Older Workers (page 66) and brought the facts about the employment of older workers before the public in various ways. A Department film on the subject was still being screened for employers during the year.

Circulation of the Department's series of seven films on industrial safety and accident prevention was also continued. This series was produced in past years to carry out the Department's policy of assisting provincial governments and safety agencies working in the field of accident prevention.

The Department again assisted the National Film Board financially in the operation of an Industrial Film Preview Library as a service to employers. The Library makes it possible for employers to see and assess films on a variety of industrial subjects from all over the world, so that they may purchase or rent those best suited to their needs. Films for inclusion in the Library are previewed and selected by the Branch. The Branch prepared a comprehensive index by subjects for a new catalogue of this film library. This catalogue was being prepared for the printer by the National Film Board.

Labour Legislation

The Legislation Branch is a research branch engaged in the study of legislation, in Canada and other countries, that concerns the relations between employers and trade unions; prescribes minimum standards in such matters as wages, hours of work or annual vacations or establishes rules governing the working environment for the protection of the employees' health and safety, provides compensation for accidents, regulates training of apprentices and certification of tradesmen, or seeks to prevent or remedy discrimination in employment on grounds of race, colour, religion or national origin. It is the function of the Branch to make comparative studies of the ways in which the legislative bodies in Canada have dealt with these subjects and on occasion also to examine what other countries, where conditions are comparable, have done about them. Necessarily related is the study of the court cases in which such laws are interpreted, the representations made by labour and management organizations to governments to make changes in the laws, reports of administrative authorities on their operation, and inquiries of Royal Commissions or other bodies into their effectiveness.

During the year the Branch published in the Labour Law section of *The Labour Gazette* monthly reports of regulations issued under federal and provincial labour laws and reviews of selected court decisions dealing with labour matters. Legislation enacted during the year was reported according to subject matter in a series of six articles. The results of a study of the 73 minimum wage orders in effect under provincial minimum wage Acts at March 1, 1958, was published in an article entitled "Provincial Minimum Wage Orders: A Survey of Rates and Related Provisions" in the April issue. This article was also made available as a reprint.

Annual Bulletins

A pamphlet entitled "Provincial Labour Standards", dated October 1958, was issued during the year. This is an annual bulletin which sets out the standards in effect under provincial laws for compulsory school attendance and minimum age for employment, public holidays, weekly rest day and annual vacations and also the requirements of equal pay and fair employment practices laws. The minimum wage rates and the maximum hours of work or overtime pay requirements are given in tabular form for the main fields of employment. Tables of benefits under workmen's compensation laws are also included.

Another annual bulletin, "Workmen's Compensation in Canada", dated June 1958, was also issued. This bulletin describes the principles common to workmen's compensation acts and points out differences as well as setting out in detail the benefits payable in each province to injured workmen or, in fatal cases, to their dependants. Both bulletins are available in English and French.

Through the courtesy of provincial governments, the Branch obtains from the Clerks of the Legislative Assemblies copies of all bills introduced as well as copies of Votes and Proceedings. During the 1959 legislative sessions the Branch prepared a series of mimeographed reports entitled "Current Report on Legislation Affecting Labour Introduced in Parliament and the Provincial Legislatures", summarizing briefly the contents of bills dealing with labour matters and tracing their progress until they were dropped or became law. These reports were distributed to government labour officials and were made available to any interested person on request.

The Branch also provides a reference library service with respect to federal and provincial statutes and maintains an historical file of regulations issued under federal and provincial labour laws.

Reports and Memoranda

During the year memoranda on a wide variety of questions relating to labour law were prepared in answer to specific requests from governments in Canada and abroad and from unions, business firms, students and others. Where a question related to specific rights or obligations of an employer or employee under a labour enactment, the inquiry was referred to the administering authority. Because of the complexity of administration of labour laws in a federal state, considerable use is made of this referral service.

A number of reports were prepared during the year on various phases of labour law in Canada in connection with Canada's participation in the International Labour Organization and the United Nations. Among these were reports to the International Labour Office on the manner in which Canada's obligations, under the Conventions on hours of work, minimum wages and weekly rest, are carried out. A report on Canadian legislation affecting human rights was prepared for publication in the Human Rights Yearbook published by the United Nations.

Other Services

A member of the Branch serves as the Secretary-Treasurer of the Canadian Association of Administrators of Labour Legislation. The Association was organized in 1938 to provide a medium for the exchange of information about the administration and enforcement of legislation, to encourage the best possible standards of law enforcement and administration, and to bring about greater uniformity in labour legislation. The membership includes the federal and provincial departments of labour and all boards or commissions administering labour laws. The provincial governments pay an annual fee; the federal Department, in addition to providing the services of a secretary-treasurer, assumes the cost of reporting and distributing the proceedings of the annual conference for the use of the members.

The 17th conference of the Association was held in Winnipeg from August 12 to 15, 1958. The agenda included recent legislative and administrative developments in Canada; problems arising out of the administration of labour standards legislation; problems confronting Labour Relations Boards; and the recruitment and training of conciliation officers.

Government Employees Compensation

The Government Employees Compensation Branch administers the Government Employees Compensation Act, originally passed by Parliament in 1918, under the provisions of which compensation, including hospital and medical care, is payable to federal employees who are injured while in employment. Dependants of those who are fatally injured also are beneficiaries. The Workmen's Compensation Commission of Quebec and the Workmen's Compensation Boards of the other nine provinces receive, process and pay federal employee claims under a long standing federal-provincial arrangement. The scales of benefits of provincial Workmen's Compensation Acts apply. The Branch is responsible for promoting safe work practices throughout federal government employment. The Director of the Branch also is the Secretary of the Merchant Seamen Compensation Board, which administers the Merchant Seamen Compensation Act (see next chapter).

In the past year the Boards received 18,418 claims, but of this number 447 were disallowed. Thus, there was a net of 17,971 approved claims. In the immediately preceding year the net total was 16,269, so that in the year there was an increase of 1,702 claims or slightly more than 10 per cent.

Number of employees covered rose to about 225,000, up from 214,000 a year earlier. This was an increase of 11,000 of whom 8,000 were employees of Departments, the remainder being employees of Crown corporations and agencies.

Accident Prevention

Prior to 1955 there was no provision in the Act dealing with accident prevention. However, for some years prior to this a start had been made by the issuance regularly of multi-coloured safety promoting posters, 11,000 in English and French each month. Then a monthly bulletin containing information on accident prevention activities elsewhere and quoting the suggestions and advice of experts was inaugurated for the information of staff supervisors. Circulation is now 800 in both English and French.

In 1955 the Act was amended to provide that the Minister of Labour may promote accident prevention (Section 13). In 1956 a government-wide supervisors' conference on safety was held in Ottawa and conditions reviewed, suggestions advanced. This had a good effect. In 1957 a safety adviser was added to the staff of the Government Employees Compensation Branch in the Department.

In 1958 the first federal Government safety manual was prepared and given country-wide distribution. The initial printing of 250 copies was soon exhausted and an additional 225 were ordered and further demands satisfied. An issue of the manual in French was in preparation at the year's end.

Safety Supervision

The safety adviser, a member of the American Society of Safety Engineers, Ontario Society of Safety Engineering and an associate of the Institution of Industrial Safety Officers of Great Britain, visited various establishments of the Government, advising on potential hazards and encouraging remedial action. Many departments have safety committees. The Department of National Defence now has a full-time safety co-ordinator. Many of the field units with workshops have formed active safety organizations. That Department has upwards of 58,000 civilian employees.

The Post Office Department is making progress with its safety program. Active committees have been functioning in Montreal, Toronto, Ottawa and Victoria, with others being organized. This department has 24,000 regular employees. In the Department of Veterans Affairs most of the hospitals are organized for safety. Mines and Technical Surveys have a part-time safety officer in the vital Mines Branch at Ottawa.

Crown corporations, such as Canadian Arsenals Limited, with several establishments, Eldorado Mining and Refining Limited, and Polymer Corporation Limited, at Sarnia, have excellent safety programs, based on the best experience of private industry.

The safety adviser inspected the Arsenals plant at Valleyfield and addressed a safety rally held to celebrate 3,000,000 hours worked without a lost-time accident. He carried out inspections of some post offices, veterans hospitals, customs houses, army workshops, Seaway locks, and other installations in various parts of the country.

Various Factors Affecting Accidents

Salaried employees appointed under the Civil Service Act or of parallel status, numbering 155,000, had 3,111 lost-time accidents. This is a ratio of one to 40.9. Other employees, prevailing rates, casuals, ships' crews and employees of Crown corporations and agencies, numbering 70,000, claimed for 3,024 lost-time accidents, or one in 23 employees.

On January 1, 1958, the 1,300 employees of Eldorado Mining and Refining Limited at Beaverlodge, Sask. and in the Northwest Territories came under the Act for the first time, and this was the first full year of coverage for such employees. Another factor counting in the accident total was the employment-giving work in national parks, clearing trees and bush for new roads for the convenience of tourists and also work on sections of the Trans-Canada highways which bisect both Banff National Park in Alberta and Glacier National Park in British Columbia. As might be expected, there were a good many work injuries due to use of axes and falling trees. To assist the officials of the Department of Northern Affairs and National Resources in reducing this incidence, a reprint of the woodlands section of the Safety Manual was issued for distribution to foremen of the work gangs.

Generally, as in past years, the greatest proportion of accident claims was for minor hurts that required medical aid only. Of the total of 17,971 in the past year, 11,768 or 65.47 per cent were in that category, comparing with 10,588

or 63.27 per cent of the total of 16,269 in 1957-58. However, lost time cases were up from 5,611 to 6,135 representing 34.14 per cent of the total against 33.53 in the year before. Remainder of the percentage is of total and partial disability pensions and fatal cases. There were 22 work deaths in the year compared with 19 in 1957-58 and 25 in 1956-57.

Civil Service Accidents Increase

The figure of 3,111 lost-time accidents to salaried civil servants was slightly higher than the number who received ordinary workmen's compensation rates while laid up. It is the practice, subject to the approval of the deputy head of a department, to pay full salary to classified civil servants in this special circumstance. (Section 68(1) Civil Service Regulations). Many of the Crown corporations also follow this practice, as is true to a degree in private industry. Thus the disbursement figures in Table 3 do not indicate the absolute costs since the full salary payments come from departmental or agency appropriations and are not included in Workmen's Compensation Board disbursements. This total has been averaging \$455,000 annually in recent years.

Most of the claims came from employees in the province of Ontario, Quebec and British Columbia where there is the greatest congregation of federal employees but with the step-up in development activity in the Yukon and Northwest Territories, claims from those areas being processed for the federal Government by the Alberta Workmen's Compensation Board are on the increase.

All claims are recorded and checked through the Government Employees Compensation Branch of the Department of Labour. Full documentation is done by the Branch in Quebec cases as well as much of the work on Ontario claims. All disbursements by provincial Boards are made from federal funds on deposit with the Boards and are checked monthly. Payments corresponding with approved totals are then made through the Comptroller of the Treasury to maintain the agreed level of the deposits.

Crown corporations and agencies assume the full cost of compensation and medical treatment for their employees. Several are assessed on payrolls as is the plan governing private industry under provincial Compensation Acts. These are Canadian Arsenals Limited, Eldorado Mining and Refining Limited, Polymer Corporation Limited, and Northern Canada Power Commission. Others rebating in full disbursements made in their behalf plus a proportionate share of administrative cost are: Canadian Broadcasting Corporation, National Harbours Board, Central Mortgage and Housing Corporation, Atomic Energy of Canada Limited, Defence Construction Limited, National Capital Commission, Canadian Overseas Telecommunications Corporation, St. Lawrence Seaway Authority, Crown Assets Disposal Corporation, Canadian Commercial Corporation and Canadian Farm Loan Board. A split recovery arrangement applies to several boundary commissions.

When federal employees are injured due to action and negligence of other parties outside the Government service, steps are taken to collect from such third parties the cost of medical care and compensation payments when the Crown is subrogated to the rights of the employee. Last year a total of \$36,347 was collected in this way.

In a number of court judgments or settlements a greater amount than the actual disbursements for medical care and compensation may be collected. With the approval of Treasury Board a reasonable part of such excess sums go to the employees who were injured to cover pain and suffering. Several such payments were made in the year.

There are instances of federal employees preferring to retain their rights to take action directly. In such cases they do not avail themselves of the benefit provisions of the Act, although they may do so if the amount collected by direct action is less than the amount receivable in benefits under the Act.

Number of third party cases settled was 391, of which 309 were due to dogs attacking and biting postal employees. There were 32 traffic accident cases.

TABLE 1—Number of Accident-Claims, 1958-59

Province	Pension	Compensation	Full Salary	Medical Aid	Rejected	Fatal	Total
Newfoundland	2	84	37	262	3	388
Prince Edward Island	35	11	42	1	1	90
Nova Scotia	2	268	137	916	23	1	1,347
New Brunswick	106	100	344	3	2	555
Quebec	28	368	723	1,670	53	3	2,845
Ontario	3	840	1,211	4,730	240	7	7,031
Manitoba	129	134	605	15	1	884
Saskatchewan	2	179	123	475	7	1	787
Alberta	1	488	282	877	25	1	1,674
British Columbia	3	335	307	1,464	71	2	2,182
Yukon and N.W.T.....	5	192	46	383	6	3	635
Totals	46	3,024	3,111	11,768	447	22	18,418

TABLE 2—Lost Time Cases—1954-55 to 1958-59

Year	Net Claims	Lost Time	Employees Covered
1954-1955	15,333	5,148	203,000
1955-1956	15,555	5,285	206,000
1956-1957	16,123	5,664	208,000
1957-1958	16,269	5,611	214,000
1958-1959	17,971	6,135	225,000

TABLE 3—Statement of disbursements relative to claims of employees of the Federal Government during the fiscal year 1958-59 and Federal Government share of administration expenses charged by Boards or Commissions for the calendar year 1958.

Province	Disbursements Fiscal Year 1958-59	Administration Expense charges by Provincial Boards or Commission Year 1958	Total
	\$	\$	\$
Newfoundland	33,322.07	3,735.08	37,057.15
Prince Edward Island	13,545.06	854.40	14,399.46
Nova Scotia	129,028.94	13,244.77	142,273.71
New Brunswick	49,625.56	7,466.43	57,091.99
Quebec	431,274.20	36,154.00	467,428.20
Ontario	708,360.60	81,452.85	789,813.45
Manitoba	78,607.46	8,339.17	86,946.63
Saskatchewan	118,618.90	9,525.52	128,144.42
Alberta	278,909.40	35,460.00	314,369.40
British Columbia	286,483.98	27,045.88	313,529.86
Payments respecting employees locally engaged outside Can- ada	114.85	114.85
	\$2,127,891.02	223,278.10	2,351,169.12

Merchant Seamen Compensation Act

Under the Merchant Seamen Compensation Act, all seamen, except pilots, apprenticed pilots or fishermen, must be protected against accidents arising out of and in the course of employment by liability insurance or other means satisfactory to the Board, which the employer must provide.

During the year 1958-59 about 3,850 officers and crew of 77 shipping companies engaged in foreign and home-trade were protected by the Act. Thirty-four claims for compensation were dealt with including 5 from dependants of men lost at sea and 29 from men injured on duty. Awards were made in 10 permanent disability and fatal cases.

The Act is administered by the Merchant Seamen Compensation Board of which A. H. Brown, Deputy Minister of Labour, is Chairman, Capt. G. L. C. Johnson, Department of Transport, Vice-Chairman, and H. D. Clark, Department of Finance, Member. Five meetings of the Board were held during the year.

Detail work in connection with the administration of the Act is done by the staff of the Government Employees Compensation Branch of the Department under the supervision of the Director of the Branch who is also Secretary of the Board.

The shipping companies are required to pay compensation directly when official notification of the approval of claims and amounts of awards is received from the Board.

Civilian Rehabilitation

The Civilian Rehabilitation Branch co-ordinates the activities of departments of the Federal Government and assists the provincial government as required in the establishment, development and operations of a national rehabilitation program. It collects and disseminates information regarding rehabilitation methods and services and maintains liaison with provincial authorities, voluntary agencies and professional associations regarding rehabilitation services for the disabled. A new division of the Branch is responsible for developing a long-range program for alleviating the difficulties of older workers in finding employment.

During the year, emphasis was again placed on assistance to provincial governments, financial and otherwise, to aid them in building up co-ordinated and co-operative systems of rehabilitation within their boundaries. Through such means it is hoped all agencies concerned with the disabled, from the provincial level, down to the local level, both public and private, will work together to assure that all categories of the disabled receive those services from which they may benefit. At the same time, in keeping with views originally expressed by the provinces no attempt was made to have governments take over the entire responsibility for the rehabilitation of the disabled.

Efforts of the Branch were directed at improving these co-operative efforts and thereby encouraging a steady increase in the number of cases benefiting from rehabilitation services.

Experience has shown that it is economically sound to invest public funds to provide working ability to the disabled and that neglected disability has been an unnecessary drain on the public purse and on the families of the handicapped. This is illustrated by the following table covering those cases handled since the start of the program and on which full details are available:

TABLE 1—Rehabilitation Cases on Which Full Details are Available
(Eight Provinces Reporting)

Period	Number of Cases	Males	Females	Number of Dependents	Estimated Annual Cost for Support	Estimated Accumulative Support Savings	Annual Earnings After Rehabilitation	Estimated Accumulative Earnings
					\$	\$	\$	\$
Up to March 31, 1957....	1,001	686	315	610	450,532	450,532	1,750,753	1,750,753
Fiscal year 1957-1958.....	1,055	683	372	826	948,460	1,398,992	1,860,165	3,610,918
Fiscal year 1958-1959	1,174	745	429	877	1,232,040	2,631,032	2,219,380	5,830,298
Totals	3,230	2,114	1,116	2,313	2,631,032	4,480,556	5,830,298	11,191,969

Federal Rehabilitation Assistance

Since May 1953 the Department, through the federal-provincial Co-ordination of Rehabilitation of Disabled Persons Agreements, has provided financial assistance to provinces wishing to co-ordinate rehabilitation services for the handicapped. Under these Agreements the federal Government offers contributions to each province, on a matching basis, to help pay the salaries and expenses of a Provincial Rehabilitation Co-ordinator and his staff and to supply certain other services necessary to the rehabilitation of an individual where these needs are not covered by other provisions of the rehabilitation program.

Nine provinces signed such Agreements. Eight appointed Provincial Rehabilitation Co-ordinators and one appointed a Director of Rehabilitation Services. These Agreements terminated at the end of the year, but new agreements have been signed extending further support to the provinces.

In 1953 the Department also extended vocational training privileges to the disabled by adding Schedule "R" to the Canadian Vocational Training Co-ordination Act. Under this schedule the federal Government

can share with the provinces the cost of providing such training to the disabled, together with the necessary maintenance allowances and transportation costs. At the same time the National Employment Service of the Unemployment Insurance Commission made its special placements services available to those rehabilitated to the point of being ready for employment.

Grants for hospital construction, tuberculosis control, crippled children and mental health, available through the Department of National Health and Welfare, can, in some instances, be applied to rehabilitation projects. In 1953, the Department of National Health and Welfare supplemented these by the Medical Rehabilitation Grant which can be used to train rehabilitation personnel, to purchase equipment designed to reduce disability and to expand existing rehabilitation services.

In all phases of the development of the rehabilitation program, the Department of Veterans Affairs has contributed the benefit of its experience with the rehabilitation of ex-servicemen and women.

The Branch has worked closely with the various federal departments interested in the disabled. It has kept in close touch with developments in the various provinces and has given assistance to them as requested. Members of the staff have participated in many conferences and meetings, have lectured in universities and undertaken other work to further the program. Close liaison has been maintained with rehabilitation authorities in other countries as well as with the United Nations and the International Labour Organization.

In keeping with assistance offered to the provinces, the Branch was instrumental in sponsoring the Second Atlantic Region Workshop on the Rehabilitation of Disabled Persons from September 8 to 12, 1958. Some 70 persons from the Atlantic Provinces registered for the course. The main subjects dealt with were interviewing, counselling and vocational guidance. This training supplemented a similar successful project carried out two years ago.

During the year, publicity and dissemination of information were increased, close liaison has been maintained with provincial officials and voluntary agencies and consultation services supplied as required. Also, an improved system of obtaining statistics concerning the work being done has been worked out between the branch and provincial officials. With increased staff in most of the Provincial Co-ordinator's offices, it is hoped that an increasing number of cases will be handled.

With the co-operation of the Information Branch of the Department, publicity has been carried out during the year by the use of films, radio broadcasts, pamphlets and other media. A monthly bulletin, "Rehabilitation in Canada", is

prepared and published by members of the staff and is circulated to those actively working in the field. This service enables them to be kept in touch with developments throughout Canada. Articles prepared in the Branch have appeared regularly in *The Labour Gazette* and efforts are constantly being made to find new ways and means of acquainting the public with the benefits to be derived from rehabilitation practices.

A stage has been reached in development of rehabilitation services where serious consideration is being given to a consolidation of rehabilitation effort. Discussions regarding ways and means of bringing this about have been held during the year with other departments concerned.

There is growing evidence that employers are becoming more conscious of the worth of the disabled as employees and more emphasis is being placed on "on-the-job" training to fit disabled applicants for employment in suitable occupations.

Some difficulties were encountered at times in the placement or training of rehabilitation cases because of their lack of educational qualifications. However, these cases were usually handled satisfactorily, with academic upgrading included as part of training for a specific occupation.

All nine provinces made use of the provision of Schedule "R" (see page 73) during the year to provide vocational training for those capable of acquiring new skills. Close co-operation was maintained by the provinces with voluntary agencies and in most areas plans have been developed for case finding and referral, medical, vocational and social assessment, the provision of physical restoration services, vocational training where indicated, and, with the co-operation of the National Employment Service, placement in suitable employment. The Branch has been active in assisting with these measures.

With so much rehabilitation work being done by voluntary agencies, difficulties were still being encountered in obtaining complete statistics of results. In provinces where the highest degree of co-ordination between public and private agencies has been achieved, results generally exceeded expectations. However, in those provinces which report only on cases that actually pass through the hands of provincial authorities, it appeared that equally good results would have been apparent if all the figures from the voluntary agencies were available.

The following tables do not, therefore, give a complete picture of what has happened to all disabled persons who have received benefit from Canada's rehabilitation services. However, they do provide evidence of the obvious benefits arising from this work.

As previously mentioned, the provinces supplied full details of 1,174 rehabilitated cases during the year. The following tables give a breakdown of this total, grouped by the various classes of disability. Table 2 gives the age, sex, number of dependents and location of these men and women and Table 3 gives their educational standing at acceptance for rehabilitation. Tables 4 to 7 give details on their occupational and financial status before and after rehabilitation.

Study of Rehabilitation Reports

(Covering only those cases on which full details are available)

TABLE 2—Breakdown by Age, Sex, Dependents and Location
(Under disability groups)

	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
AGE GROUPS										
Under 20	2	26	10	4	16	37	10	2	8	115
20 to 30	24	90	16	37	57	185	5	19	21	454
31 to 40	11	54	4	21	36	61	5	14	20	226
41 to 50	12	46	2	20	22	49	6	6	13	176
51 to 60	14	32	1	26	11	15	5	2	6	112
Over 60	7	19	51	6	3	1	4	91
SEX										
Male	60	186	22	84	89	205	26	26	47	745
Female	10	81	11	75	59	145	6	17	25	429
NUMBER OF DEPENDENTS	112	255	5	78	112	198	30	15	72	877
LOCATION										
Urban	36	154	22	124	90	204	22	33	42	727
Village	24	64	5	18	23	75	5	2	14	230
Rural	10	49	6	17	35	71	5	8	16	217

TABLE 3—Educational Standing at Acceptance

	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
DISABILITY GROUPS										
Nii	9	63	4	16	14	7	1	1	8	123
1 to 4 years	6	18	1	18	9	10	2	1	4	69
5 to 8 years	32	87	10	50	49	122	9	13	35	407
9 to 12 years	21	92	18	63	72	193	19	26	24	528
Junior Matriculation	2	2	10	1	2	17
Senior Matriculation	5	2	3	1	11
University	2	5	5	2	5	19
Vocational	1	1	1	2	1	6

TABLE 4—Comparisons of Occupations BEFORE and AFTER Rehabilitation
Principal Previous Occupational Status

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Professional and Managerial	3	13	20	6	20	1	3	66
Sales and Clerical	7	19	1	8	24	53	6	7	8	133
Service Occupations	13	52	3	53	27	48	6	6	15	223
Agriculture, Fishery, Forestry, etc.	16	21	2	12	10	20	3	9	93
Skilled Occupations	8	32	2	9	10	33	4	2	3	103
Semi-Skilled Occupations	3	18	7	6	28	1	1	4	68
Unskilled Occupations	15	49	5	19	19	50	4	12	9	182
No previous occupation..	5	63	20	31	46	98	11	11	21	306

Occupations After Rehabilitation

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Professional and Managerial	3	23	3	8	17	36	3	3	3	99
Sales and Clerical	12	60	3	23	44	148	15	11	21	337
Service Occupations	21	51	5	23	32	50	6	6	15	209
Agriculture, Fishery, Forestry, etc.	5	16	1	1	9	10	2	5	49
Skilled Occupations	6	47	7	9	17	61	3	4	11	165
Semi-skilled Occupations	7	30	6	4	7	24	1	5	84
Unskilled Occupations	12	27	8	16	12	16	2	10	10	113

TABLE 5—Status After Rehabilitation

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Regular Employment	62	238	31	65	124	331	27	40	60	978
Self-employment	2	16	2	5	10	12	2	1	3	53
Sheltered Employment	1	5	3	1	1	3	14
Home-bound Employment	1	3	9	2	1	16
Self-care	4	10	75	9	5	2	2	6	113

TABLE 6—Financial Status at Acceptance
(Source of Support)

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Dependent on Public Assistance	36	99	7	101	41	178	11	15	27	515
Dependent on Relatives	20	102	20	43	72	132	15	22	33	459
Earning under \$500 p.a.	3	1	4
“ \$ 500 to \$1,000 “	6	14	3	5	15	8	3	3	3	60
“ \$1,001 to \$2,000 “	5	25	3	6	8	23	1	2	5	78
“ Over \$2,000 “	3	24	4	11	9	2	1	4	58

TABLE 7—Annual Earnings After Rehabilitation

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Under \$500	1	3	6	3	1	1	1	16
\$500 to \$1,000	8	31	3	25	26	31	1	4	11	140
\$1,000 to \$2,000	27	89	19	35	46	113	16	22	25	392
Over \$2,000	30	131	11	18	63	200	12	15	28	508

National Advisory Committee

The National Advisory Committee on the Rehabilitation of Disabled Persons met in October and again in March. Progress in the provinces was noted and several recommendations were made to the Federal Departments concerned with rehabilitation. The Committee asked the National Co-ordinator's office to prepare its views on the advisability of legislation combining the various forms of financial assistance available for rehabilitation to the provinces from the federal level. A statement outlining the essentials of a rehabilitation program was agreed upon.

Older Workers

The staff was augmented during the fiscal year by addition of staff to establish a new division in the branch dealing exclusively with the problems encountered by older workers in obtaining employment. This division supplied secretarial service to the Interdepartmental Committee on Older Workers, which has renewed its activities in this field. The National Co-ordinator serves as chairman of this committee. The functions of the new division are, in addition to servicing the committee, to explore ways and means of developing a long-range program of education, research and other measures whereby the Federal Government can assist in alleviating the difficulties of older workers in obtaining and retaining jobs. Since the establishment of this division, an assessment of the situation has been started and tentative measures have been laid before the Interdepartmental Committee for study.

Women's Bureau

The Women's Bureau was established in 1954 to bring about a wider understanding of the role and contribution of women in the labour force, to encourage general competence and occupational skills among women workers looking to the advancement of their opportunities in employment, and to promote working conditions conducive to human well-being and efficient production. The activities of the Branch include: examination of existing data and studies concerning women workers and stimulation of additional research by the Department and other appropriate research agencies; assembling information relating to women's employment and making it available in such a way as to foster an intelligent approach to problems in the field; continuing interchange of information regarding women's work between the Department and other public and private agencies, including women's groups and employer and labour organizations; advising the Department on programs affecting women workers and being available for consultation with other federal departments and provincial government agencies, as requested.

During the past year the branch has kept under continuing study the changes in the marital status of women workers. In September 1958, for the first time in the history of Canada, there were more married than single women working for pay. While this predominance of married women did not occur consistently from month to month, it sharpened awareness of a trend of the past decade and enhanced the value of the Department of Labour survey published late last year under the title *Married Women Working for Pay in Eight Canadian Cities*. The report was in high demand.

The Economics and Research Branch, which had accepted major responsibility in the work of the survey and the production of the report, made progress with further analysis of the data in order to measure the extent of a discernible pattern of attachment to the labour force on the part of women interviewed. In addition, a study of the occupations of married women and some of the implications of their place in the working force, based on general statistical data, was published in *The Labour Gazette*, and reprints of the article have been made available.

Mature Married Women Seeking Work

The mature married woman who wishes to enter or re-enter the labour force has also been the object of attention. At the autumn meeting of the Canadian Vocational Training Advisory Council the Director of the Women's Bureau presented a paper entitled "Vocational Training for Older Married Women

Re-entering the Labour Force". On the initiative of the President of the National Council of Women, this paper was sent for study and comment to nationally organized women's groups and to all local councils of women. Lively consideration of the question ensued, including surveys of the problem in local communities and as it arises in the experience of the national organizations. Reports which will provide the basis of further consideration and action were received from twelve local councils and eight national organizations.

In February the Director participated in a series of CBC radio programs on the place of mature married women in the labour force.

Homemaker Services

In the context of available training and employment for mature women the Women's Bureau has continued to work closely with the National Committee on Homemaker Services. The recent introduction of hospital insurance has increased the need of facilities for home care for convalescent patients in order that hospital beds may be released for the acutely ill. The recruitment and training of personnel for homemaker services has therefore taken on new urgency.

Occupational Outlook for Women

Individual requests for information regarding the occupational outlook of women in Canada have mounted during the year. Suitable material for publication in this field has been under study as the Women's Bureau has continued its concern that girls be given help to consider realistically the place of work in their lives and to realize the importance of acquiring an adequate background of education and work skills.

At a meeting of the Advisory Committee on Professional Manpower in December the Director introduced discussion of the role of women in the professional fields of science and engineering.

Because of its strategic relationship to the economic status of women, the issue of equal pay for equal work holds special interest for the Women's Bureau. During the year considerable time was given to study and a pamphlet on the subject has been prepared for early publication.

Information Regarding Women's Work

The fact book on women workers—"Women at Work in Canada"—was revised by the Economics and Research Branch in consultation with the Women's Bureau. Articles on women and their work were prepared for the *Labour Gazette* and in response to requests from other newspapers and periodicals. The Bureau also supplied background data for writing and broadcasting on women's work and dealt with large numbers of individual requests regarding economic opportunities for women and their place in the labour force.

Co-operation

In March 1959 the Director of the Women's Bureau was alternate delegate of Canada to the thirteenth session of the United Nations Commission on the

Status of Women, held at the United Nations Headquarters in New York. Economic opportunities for women had an important place in the agenda. Equal pay for equal work, the access of women to the professions of engineering, architecture and law, the position of women in the teaching profession and the age of retirement for women were among the subjects considered. Other items of the agenda related to the political rights of women, their position in private law and their access to education.

Because women's position in the Labour force is integral to all phases of the work of the Department, the Women's Bureau has shared in a number of departmental programs, including studies of skilled manpower needs, the older worker campaign, civilian rehabilitation, vocational counselling and training.

In June 1958 the Director participated in the Annual Meeting of the National Council of Women and she has undertaken a number of local speaking engagements, including community visits to meet individuals and groups concerned with trends and issues in women's work. In November she took part in the third and last session of the University of Toronto Round Table on Man and Industry.

Canadian Vocational Training

The function of the Canadian Vocational Training Branch is to administer the provisions of the Vocational Training co-ordination Act (R.S.C. 1952, C. 286 as amended by S.C. 1953-54, C. 45). It co-operates with provincial government departments, employers' organizations, organized labour and federal government departments and agencies, including crown companies and the armed forces. The Branch assists in the promotion, organization and development of all types of publicly financed training programs deemed necessary to fit persons for employment or to upgrade workers in their present occupations.

During the year there were several developments of special interest in the federal-provincial training field.

The Branch completed a survey of publicly owned and operated facilities for vocational training in trade and technical occupations, which formed part of a broader Research Program on the Training of Skilled Manpower. This research program was undertaken in 1956 with the Economics and Research Branch in co-operation with the Dominion Bureau of Statistics and the governments of the provinces.

In addition the Branch completed surveys of facilities for training in agricultural, commercial and service occupations. Work on a survey of training in federal Government departments is continuing. Full realization of the need for the information to be provided by such surveys to guide the direction and development of training programs came about in discussion at Vocational Training Advisory Council meetings between representatives of management, labour and provincial and federal governments.

At the request of the Province of Manitoba, a member of the Training Branch staff visited that province to direct a survey on the need for training technicians. A similar survey, requested by British Columbia, is in progress.

Since the Vocational and Technical Training Agreement No. 2 became effective on April 1, 1957, there has been a great increase in the development of training facilities. Already the provinces have undertaken approximately \$15,000,000 of expenditures for building and equipment projects in which the federal Government will share. Of these expenditures, about two-thirds were submitted for approval this year.

In the field of apprenticeship the outstanding achievement during the year was the agreement by all participating provinces to use a uniform, nationwide, examination for completing apprentices in the motor vehicle repair trade and the electrical construction trade. Plans have been made also to use such an examination in the plumbing trade next year.

The Vocational Training Co-ordination Act

The Act authorizes the Minister of Labour to undertake vocational training projects for: the defence of Canada; the rehabilitation of war veterans; the re-employment of unemployed persons; the development of natural resources; and for any other purpose in the national interest which is within the legislative authority of Parliament.

The Minister is also authorized to undertake and direct research pertaining to vocational training and to disseminate information about such training.

It is further provided that the Minister may enter into an agreement with any province, for any period, to provide financial assistance for any project undertaken in the province for: any of the foregoing purposes; continuing projects previously authorized under the Youth Training Act; training apprentices and supervisors in industry; providing vocational training for disabled civilians;

developing skilled workers in agriculture, forestry, mining, fishing and other basic industries; and providing vocational courses in publicly operated schools of less than university grade.

Education, in so far as governments are concerned, is a provincial responsibility and, since vocational training is generally regarded as an integral part of the established educational system in each province, the federal Department of Labour has refrained from operating its own training programs and has relied on the provinces to provide suitable training for all purposes as set forth in the Act.

The full costs of projects undertaken for the federal Government are refunded to the provinces. Up to one half of the costs of other approved projects is refunded to provincial governments, subject to the limitation of funds voted by Parliament for such purpose.

Agreements Under the Act

The conditions and regulations governing federal financial assistance to these various types of training are set forth in four federal-provincial agreements:

The Vocational and Technical Training Agreement No. 2;

The Vocational Training Agreement;

The Apprenticeship Training Agreement;

The Vocational Correspondence Courses Agreement.

For a number of years provincial and federal officials have been urged by the Apprenticeship Training Advisory Committee to work towards a more uniform standard of training and achievement in the apprenticeship program. As a result ten trade analyses have been completed and three others, steamfitting, welding and heavy duty mechanics, are ready for final editing and printing. These analyses are forming the basis of a uniform standard of training in the provincial programs that will now permit the use of uniform examinations and province-to-province recognition of apprenticeship certificates.

Uniformity of standards and training is being further developed by the printing of teaching aids in the form of information sheets for the plumbing trade. These are being prepared by the National Association of Master Plumbers and Heating Contractors and when completed will be made available for use in all provinces through the Training Branch. Similar information sheets are planned for other trades, especially the motor vehicle repair trade where the Canadian Automobile Chamber of Commerce has shown great interest in undertaking this project next year. All connected with vocational training were encouraged to find national organizations such as these interested in co-operating with provincial and federal governments in promoting and participating in the apprenticeship program.

Once again a summer school for instructors was provided by the Ontario Teacher's College with financial assistance from the federal Government. This yearly program is doing much to improve the quality of teaching in apprenticeship classes across Canada.

To permit continuation of projects carried on under the Vocational Training Agreement following expiry of that Agreement on April 1, 1959, a new Special Vocational Training Projects Agreement was prepared and is being offered to the provinces. The new Agreement is equally favourable in its terms and conforms to recent trends and changes in its particular field. It incorporates the Vocational Correspondence Courses Agreement as one of its schedules.

During the year all provinces except Quebec were participants under the Vocational and Technical Training Agreement No. 2 and the Vocational Training Agreement. All but Quebec and Prince Edward Island had programs eligible for assistance under the Apprenticeship Training Agreement. Students in all Canadian provinces and territories had equal access to courses provided under the Vocational Correspondence Courses Agreement. The Province of Quebec, though very active in the vocational training field and most co-operative in relations with the federal Training Branch, was no longer a party to any of the agreements under the Act.

Vocational and Technical Training Agreement No. 2

During the year, the provinces claimed \$4,795,722.48 of federal assistance under the Vocational and Technical Training Agreement No. 2 (Tables 1 and 2).

This Agreement provides for the expenditure, over the five-year period that began April 1, 1957, of \$40,000,000 of federal Government assistance to the provinces in the building, equipping and operating of vocational and technical schools, institutes and training centres. Of this amount, \$25,000,000 is provided exclusively for assistance on capital projects, with preference being given to trade and technical institutes though approved vocational high schools are also eligible to share. This capital appropriation is allotted to the provinces on the basis of population in the 15-19 age group. The remaining \$15,000,000 is distributed by way of annual allotments to the provinces for sharing in operating costs of similar institutes and schools or, if desired, a province may claim as much as half of its annual allotment against capital costs of such institutions.

The Agreement provides for annual allotments totalling \$2,500,000 in each of the first two years of operation, \$3,000,000 in the third year, and \$3,500,000 in both the fourth and the fifth years. The annual allotments consist of initial allotments of \$30,000 to each province and \$20,000 to each of the Northwest Territories and the Yukon, the remainder being allotted on the basis of the population in the 15-19 age group.

By the end of the year the provinces (other than Quebec) had indicated that they had in progress or were planning building and equipment projects for new schools or extensions of existing schools which will require the full amount of federal assistance provided in the Agreement. Of these projects, 51 per cent are

for institutes of technology, 26 per cent for combined institutes of technology and trade schools, 18 per cent for trade or occupational training schools and 5 per cent for vocational high schools.

Vocational Training Agreement

The Vocational Training Agreement, in operation from April 1, 1948, to March 31, 1959, authorized the federal Government to share equally with the provincial governments, subject to the limit of funds voted annually by Parliament, the cost of special vocational training projects or programs undertaken under the Agreement. The various programs operated under the Vocational Training Agreement during the year, each governed by its own schedule under the Agreement, are described below.

Training of Unemployed Persons

Schedule "M" (Tables 3 and 4)—During the year, training was provided for 3,568 unemployed persons (1,909 men and 1,659 women) who were registered with the National Employment Service and for whom no suitable work was available. These men and women were selected jointly by provincial officials and the National Employment Service and given short, intensive courses of training for occupations which offered a reasonable opportunity of regular employment.

The costs of this training were shared equally by the federal and provincial governments. During the year, federal assistance to the program was \$510,479.99. All provinces participated except Newfoundland, Prince Edward Island and Quebec.

While the number of unemployed workers enrolled in the program during the year was not as large as the Branch considered desirable, the total was 35 per cent higher than that in the previous year.

There has been a growing demand for this program because of the decrease in demand for unskilled workers and the consequent difficulty encountered by untrained and inexperienced persons in securing employment. Lack of facilities to meet the total need for training restricts the program at present but, as additional facilities are provided by the provincial governments, the program will expand and be better able to meet the need of those unemployed for one reason or another.

A special effort was made to expand the program in the year under review with particular success in Saskatchewan where extra facilities were provided to train 150 unemployed persons in the building trades and motor mechanics.

Training of pipe line welders, especially in the western provinces, and to a limited extent in Ontario, was a noteworthy feature of the year's program. Through co-operation among the pipe line contractors, provincial and federal governments, and the National Employment Service, approximately 200 unemployed men were trained to meet the requirements for employment as pipe line welders or welder's helpers when operations begin in the spring.

Training of Disabled Persons

Schedule "R" (Tables 5 and 6)—During the year 1,251 disabled persons received training under this program, which provides for the vocational training

of physically handicapped persons with continuing disabilities who require training or retraining to fit them for gainful employment. Such disabled persons are selected by special committees representing provincial and federal governments, and the costs are shared equally between the federal Government and the province concerned. Federal expenditures on the program were \$265,924.74.

Training may be provided in regular provincial or municipal schools, in special schools established by the provinces for physically handicapped persons, in private trade schools, or by on-the-job training.

Schedule "R" forms a very important and necessary link in the chain of activities making up the complete rehabilitation program for physically handicapped persons which includes medical assessment, medical treatment, vocational assessment, vocational training when deemed necessary, and job placement.

It was agreed among the departments and agencies interested in this program that there was a growing need for more and better assessment of the aptitudes, interests, and abilities of the selected students. Consequently provision was made in revising the regulations for federal sharing of the cost of educational assessment in preparation for training.

The Branch was encouraged to see the extent to which this program was being considered in the planning of overall provincial trade training programs.

In some of the new provincial trade schools special provisions are being made for the convenience of physically handicapped students, such as ramps, elevators, and other construction features to provide easy access to any part of the building.

This is the only program providing for university training under the federal-provincial Vocational Training Agreement other than Student Aid. Several disabled persons are studying engineering, education, pharmacy, architecture, and journalism.

Youth Training

Schedule "O" (Tables 7 and 8)—Total enrolment under the youth training program was 4,724 during the year. Training was provided by way of short courses varying from a few days to several months in a great variety of occupations in agriculture, homemaking, forestry, fishing, and a limited number of secondary industrial occupations. Persons eligible were those over 16 years of age and not gainfully employed previously; also farmers working on their own farms, fishermen, students at university and nurses-in-training. Many of the programs carried on under this schedule were a continuation of courses originated under the Youth Training Agreement. Federal contributions for the year were \$132,700.54.

In recent years, the greatest expansion has been in the fisheries courses offered in Nova Scotia and Newfoundland.

Student Aid

(Tables 9 and 10)—During the year, 2,901 university students and nurses-in-training were awarded outright grants, loans or a combination of both under sub-schedules of Schedule "O". Since the inception of the program in 1939, 47,640 such students have been assisted.

Selection of candidates for this assistance is made by committees in each province consisting of representatives of the universities, the Departments of

Education and the federal Government, and is on the basis of scholastic ability and financial need. Aid is given to university students in degree-granting courses other than theology, and to nurses-in-training in approved courses for professional nurses. The maximum which may be granted to any university student in one year is \$1,000; for nurses-in-training the maximum annual grant is \$200 per trainee. Due partly to the increasing numbers of candidates for aid and to the fact that for the past five years the amount of federal funds available for this program has been fixed, amounts allowed to individual students have been considerably less than the maximum amounts authorized.

Supervisory Training

Schedule "Q"—During the year, 1,407 persons received training under this program, which has been available since the wartime years to provide, for foremen and supervisors in industrial and commercial establishments, training in job instruction, job relations, job methods and job safety. Federally assisted programs were conducted in British Columbia, Alberta and Ontario. Quebec continued its program without assistance. Federal Government expenditures for the year were \$7,789.68.

Training for the Armed Forces

Schedule "K" (Table 11)—During the year 175 members of the armed forces received training in electronics and in electrical and vehicle mechanics. The full cost of this program is borne by the federal Government. The training, which supplements that available in service institutions, is provided in provincial schools and institutes.

Under this program, 131 full-time civilian teachers were employed in 7 army and 4 air force vocational and trade training centres. In addition 11 part-time teachers were employed in air force reserve units. These civilian teaching staffs have been recruited and maintained through provincial co-operation. Provincial authorities select, hire and pay the teachers, and are reimbursed by the Department of Labour from funds provided by the Department of National Defence.

In several recent years special training courses for federal Government employees have been operated by provincial government agencies. These courses were undertaken by arrangement through the Training Branch and costs were refunded by the federal Government. No such courses were given during the year.

Apprenticeship Training Agreement

During the year, the number of apprentices registered with the Departments of Labour of those provinces which have programs under the Apprenticeship Training Agreement increased by about 1,000, and at the year's end there was a total registration of 18,567 apprentices in more than 50 trades. Under this Agreement the federal Government since 1944 has shared equally with provincial governments in the costs of special training programs for apprentices. Federal expenditure for the year on this Agreement was \$1,674,591.44 (see tables 12, 13 and 14).

Over 78 per cent of all registered apprentices attended either full-time or part-time classes during the year; half of these attended full-time classes. There was a more rapid growth in full-time classes than in part-time or evening classes.

While the purpose of the Agreement is to encourage and assist the development of organized training for apprentices in all skilled trades, greatest advantage of the program has been taken by the construction industry and service trades e.g. automobile repairs. Approximately half of the apprentices registered are in the building trades, one quarter are in the motor vehicle repair trade, and the other quarter are in a wide variety of manufacturing and service trades.

Some manufacturing industries having apprenticeship plans operate their own programs, utilizing the facilities of local vocational high schools rather than the provincial apprenticeship classes. The Training Branch has consistently encouraged all types of apprentice training, whether within or beyond the coverage of the Agreement. A bulletin on apprenticeship in manufacturing industries, designed to encourage industry to increase training opportunities, was prepared for publication in co-operation with the Information Branch.

Vocational Correspondence Courses Agreement

More than 100 vocational correspondence courses, prepared by various provincial governments, were made available across Canada during the year under this Agreement. Enrolments in these courses totalled about 6,500 at the end of the year.

The Agreement enables the federal Government to share with the provinces in the cost of preparing and revising vocational correspondence courses recommended by an interprovincial committee, provided that such courses are made available to all residents of Canada at the same fee as is charged in the author province. The Agreement originally covered the period from April 1950 to March 1955 and has been extended yearly since then.

During the year British Columbia completed and was reimbursed for half the cost of a course in typewriting. Under preparation in the French language were courses in plumbing and blueprint reading for the building trades. Work was continued on English language courses in carpentry, radio, machine shop practice and arc welding.

A bulletin or catalogue listing and describing vocational correspondence courses available was revised and expanded, and was being printed at the end of the year.

Advisory Bodies

In administering the Vocational Training Co-ordination Act the Minister has the advice of the Vocational Training Advisory Council, which met twice during the year. This body consists of a chairman and 20 members appointed by Order-in-Council to represent employers, employees, educators, agriculture, veterans and women's organizations.

The Apprenticeship Training Advisory Committee, composed of a chairman and 11 members representing the provinces, employers and organized labour, met in January 1959.

A third advisory body convened under federal auspices, the Interprovincial Vocational Correspondence Courses Committee, is made up of provincial representatives specializing in the vocational correspondence courses field. It advises on the preparation and revision of courses and other matters pertaining to the Vocational Correspondence Courses Agreement. The committee was not called upon to meet this year.

**TABLE 1—Vocational and Technical Training Agreement No. 2
Special Allotment for Capital Expenditures**

Province	Federal Allotment April 1/57 to March 31/62	Claims Paid in 1958-59 to April 30, 1959		
		For Previous Year	For 1958-59	Total Payments
	\$	\$	\$	\$
Newfoundland	767,000
Prince Edward Island ..	176,100	45,684.13	45,684.13
Nova Scotia	1,211,600	19,737.58	19,737.58
New Brunswick	1,012,000	20,149.90	20,149.90
Quebec	7,963,600
Ontario	7,460,400	805,624.73	186,362.80	991,987.53
Manitoba	1,299,700
Saskatchewan	1,470,300	34,398.28	34,398.28
Alberta	1,731,100	166,035.26	775,888.45	941,923.71
British Columbia	1,859,100	271,113.51	271,113.51
Northwest Territories ..	35,600	35,600.00	35,600.00
Yukon Territory	13,500
Totals	25,000,000	1,007,259.99	1,353,334.65	2,360,594.64

**TABLE 2—Vocational and Technical Training Agreement No. 2
Annual Allotments**

Province	Federal Allotment 1958-59	Claims Paid in 1958-59 to April 30, 1959		
		For Previous Year	For 1958-59	Total Payments
	\$	\$	\$	\$
Newfoundland	96,200	54,240.00	54,240.00
Prince Edward Island ..	45,200	92,444.79	92,444.79
Nova Scotia	134,600	6,295.35	133,500.84	139,796.19
New Brunswick	117,400	117,400.00	117,400.00
Quebec	718,000
Ontario	674,500	661,010.00	661,010.00	1,322,020.00
Manitoba	142,900	142,900.00	142,900.00
Saskatchewan	157,000	165,334.23	165,334.23
Alberta	179,500	177,037.00	177,037.00
British Columbia	190,600	190,600.00	190,600.00
Northwest Territories ..	23,000	11,500.00	14,963.73	26,463.73
Yukon Territory	21,100	3,679.62	3,212.28	6,891.90
Totals	2,500,000	682,484.97	1,752,642.87	2,435,127.84*

* Note: Total payments as shown in Column 4 do not include sales tax amounting to \$1,197.64.

TABLE 3—Training of Unemployed—Allotments and Payments
Schedule "M"

Province	Federal Allotment	Claims Paid in 1958-59 to April 30, 1959		
		For Previous Year	For 1958-59	Total Payments
	\$	\$	\$	\$
Nova Scotia	168,500	2,693.85	162,297.21	164,991.06
New Brunswick	26,500	12,936.02	26,495.41	39,431.43
Ontario	45,000	29,369.91	29,369.91
Manitoba	53,700	53,666.08	53,666.08
Saskatchewan	62,500	54,889.93	54,889.93
Alberta	81,000	78,801.35	78,801.35
British Columbia	95,000	89,088.60	89,088.60
Northwest Territories	2,000	241.63	241.63
Totals	534,200	15,629.87	494,850.12	510,479.99*

*Note: Total payments as shown in Column 4 do not include sales tax amounting to \$5,920.94.

TABLE 4—Training of Unemployed—Enrolments
Schedule "M"

Province	Enrolments				Total Enrolment	Days' Training
	In Training March 31, 1958		April 1, 1958 to March 31, 1959			
	Men	Women	Men	Women		
Nova Scotia	183	56	242	113	594	42,507
New Brunswick	29	60	14	213	316	19,351
Ontario	31	20	94	32	177	13,496
Manitoba	167	67	431	152	817	51,951
Saskatchewan	59	187	117	363	19,653
Alberta	23	155	57	326	561	47,867
British Columbia	105	118	346	171	740	64,384
Northwest Territories
Totals	538	535	1,371	1,124	3,568	259,209

TABLE No. 5—Training for Disabled Persons—Allotments and Payments
Schedule "R"

Province	Federal Allotment	Claims Paid in 1958-59 to April 30, 1959.		
		For Previous Year	For 1958-59	Total Payments
	\$	\$	\$	\$
Newfoundland	12,500	12,500.00	12,500.00
Prince Edward Island ..	4,000	3,565.52	3,565.52
Nova Scotia	40,200	1,260.14	38,916.83	40,176.97
New Brunswick	45,000	44,896.22	44,896.22
Ontario	104,000	98,830.71	98,830.71
Manitoba	25,000	19,134.10	19,134.10
Saskatchewan	20,000	17,928.27	17,928.27
Alberta	15,600	15,198.50	15,198.50
British Columbia	20,000	13,694.45	13,694.45
Totals	286,300	1,260.14	264,664.60	265,924.74*

* Note: Total payments as shown in Column 4 do not include sales tax amounting to \$624.19.

TABLE 6—Training for Disabled Persons—Enrolments
Schedule "R"

Province	Enrolments				Total Enrolment	Days' Training
	In Training		April 1, 1958 to March 31, 1959			
	March 31, 1958					
	Men	Women	Men	Women		
Newfoundland	51	8	56	7	122	8,901
Prince Edward Island	11	6	8	7	32	2,296
Nova Scotia	48	9	44	19	120	12,232
New Brunswick	41	23	62	38	164	12,789
Ontario	137	88	174	120	519
Manitoba	33	5	34	8	80	5,641
Saskatchewan	15	15	23	9	62
Alberta	6	11	39	33	89	5,218
British Columbia	19	7	22	15	63	6,353
Totals	361	172	462	256	1,251	53,430

TABLE 7—Youth Training (Other than Student Aid)—Allotments and Payments
Schedule "O"

Province	Federal Allotment	Claims paid in 1958-59 to April 30, 1959		
		For Previous Year	For 1958-59	Total Payments
Newfoundland	24,300	23,865.29	23,865.29
Prince Edward Island....	1,500	1,302.07	1,302.07
Nova Scotia	36,000	981.56	29,736.59	30,718.15
New Brunswick	25,000	10,805.15	24,652.68	35,457.83
Manitoba	9,500	5,820.77	5,820.77
Saskatchewan	20,000	17,816.42	17,816.42
Alberta	10,000	6,231.46	6,231.46
British Columbia	20,000	11,333.55	11,333.55
Northwest Territories....	600	155.00	155.00
Yukon Territory
Totals	146,900	11,786.71	120,913.83	132,700.54*

*Note: Total payments as shown in Column 4 do not include sales tax amounting to \$864.40.

TABLE 8—Youth Training Enrolments
Schedule "O"

Province	Enrolment				Total Enrolment	Days' Training
	In Training March 31, 1958		April 1, 1958 to March 31, 1959			
	Men	Women	Men	Women		
Newfoundland	31	313	344	6,018
Prince Edward Island	50	9	59	1,071
Nova Scotia	110	421	531	9,755
New Brunswick	103	32	136	62	333	20,744
Manitoba	692	48	740	3,931
Saskatchewan	502	624	1,126	9,992
Alberta	15	1,500	1,515	5,831
British Columbia	9	11	17	39	76	6,522
Totals	268	43	3,631	782	4,724	63,864

TABLE 9—Student Aid—Allotments and Payments

Province	Federal Allotment	Claims paid in 1958-59 to April 30, 1959		
		For Previous Year	For 1958-59	Total Payments
Newfoundland	8,000	8,000.00	8,000.00
Prince Edward Island	5,500	5,500.00	5,500.00
Nova Scotia	10,000	9,995.00	9,995.00
New Brunswick	15,000	15,000.00	15,000.00	30,000.00
Ontario	100,000	100,000.00	100,000.00
Manitoba	7,500	7,450.00	7,450.00
Saskatchewan	30,000	30,000.00	30,000.00
Alberta	10,000	10,000.00	10,000.00
British Columbia	30,000	29,937.50	29,937.50
Northwest Territories....	3,000
Yukon Territory	600
Totals	219,600	15,000.00	215,882.50	230,882.50

TABLE 10—Student Aid Enrolments—1958-59

Province	Medicine	Veterinary Medicine	Dentistry	Pharmacy	Applied Engineering Science	Arts Science	Architecture	Agriculture	Education Teacher Training	Commerce Business Education Administration	Law	Home Economics	Forestry	Miscellaneous	University Students		Nurses in Training	Total
															Men	Women		
Nfld.....	44	13	31	..	44
P.E.I.....	11	1	29	..	9	5	2	..	1	..	53	6	..	59
N.S.....	10	..	3	..	19	..	21	4	2	3	2	4	49	19	..	68
N.B.....	21	1	8	..	78	..	30	1	3	14	7	7	164	9	..	173
Ont.....	177	25	32	17	463	193	537	22	65	20	29	4	6	41	1,266	393	..	1,659
Man.....	1	24	..	12	3	2	4	1	5	52	4	24	80
Sask.....	23	3	10	5	18	13	..	1	13	5	9	3	..	3	93	14	32	139
Alta.....	4	27	24	..	1	6	2	1	2	52	17	34	103
B.C.....	43	7	23	8	56	95	40	3	..	6	24	4	2	3	329	239	8	576
Totals.....	285	37	76	35	714	325	649	31	74	60	75	14	11	65	2,071	732	98	2,901

TABLE 11—Training for the Armed Forces

Schedule "K-1"

Province	Federal Allotment	Claims Paid—1958-59 to April 30, 1959		Enrolments		Total Enrolment	Hours' Training
		For Previous Year	Total Payments	In Training March 31/58 to March 31/59	April 1/58 to March 31/59		
	\$	\$	\$				
Manitoba	15,000.00	8,846.17	8,846.17	18	22	40	16,215
Alberta	35,000.00	24,435.53	24,435.53	25	110	135	46,407
Totals	50,000.00	33,281.70	33,281.70*	43	132	175	62,622

* NOTE: Total payments as shown in Column 4 do not include sales tax amounting to \$88.08.

**TABLE 14—Apprentices Registered with Provincial Departments of Labour
as of March 31, 1959**

	Nfld.	N.S.	N.B.	Ont.	Man.	Sask.	Alta.	B.C.	Total
Aeronautical Mechanics		37	37
Auto-Body and Fender Repair Men	63	28	66	80	50	284	571
Barbers	34	39	36	109
Blacksmiths	1	3	4
Boiler Shop Workers	4	1	23	28
Boat Builders
Bricklayers	6	17	9	132	68	66	63	17	378
Cabinet Makers	3	3
Carpenters	86	96	96	332	173	221	273	364	1,641
Coppersmiths	2	2
Draftsmen	2	4	61	67
Electrical Construction Workers	106	96	138	1,018	206	223	669	369	2,825
Electrical Maintenance Men	43	28	157	10	238
Glass Workers	9	9
Hairdressers	284	60	54	398
Instrument Makers	3	25	28
Jewellery and Watch Repair Men	7	7
Lathers	36	18	7	61
Linemen	64	64
Machinists	23	65	32	133	60	187	500
Heavy Duty Mechanics	29	29
Diesel Electric Engineers	17	17
Millworkers (Factory Woodworkers)	3	8	27	38
Millwrights	16	20	24	23	83
Motor Vehicle Repair Men	128	117	228	2,565	401	314	1,073	348	5,174
Moulders	10	10	20
Office Machine Mechanics	23	23
Painters and Decorators	2	64	85	21	71	38	281
Pattern Makers	1	2	1	4	8	16
Plasterers ¹	92	51	2	88	68	301
Plumbers and Pipefitters	99	74	128	852	207	160	482	308	2,310
Printers	7	7	23	37
Radio (Maintenance and Repair Man)	13	102	115
Refrigeration Workers	9	7	31	16	63
Sheet Metal Workers	2	3	35	410	75	134	264	177	1,100
Ship Fitters and Shipwrights	15	44	59
Sign Painters	12	12
Stationary Engineers	129	1 ⁴	34	3	167
Steamfitters ²	24	374	66	147	611
Steel Fabrication Workers	47	47
Switchboard Operators	14	14
Tilesetters ³	2	21	23
Welders	3	56	8	86	756	909
Miscellaneous	15	2	1	21	16	55
Cooks	29	29
Knitting Machine Adjuster	4	4
Structural Iron Workers	60	60
Total	697	626	966	6,676	1,498	1,389	4,451	2,264	18,567

¹ Included with bricklayers in New Brunswick.² Included with plumbers in British Columbia.³ Included with bricklayers in British Columbia.⁴ Marine engineer.

International Labour Organization

The Department of Labour serves as the official link between the International Labour Organization and Canada. The ILO Branch co-ordinates all work relating to the ILO in Canada, within the Department, and other federal government departments, particularly the Department of External Affairs, with the ten provincial governments, with the major employer and worker organizations, and with the general public. The Branch arranges for Canadian delegations (government, employer and worker representatives) to international labour conferences and committee meetings. The Branch also takes the lead in preparing the briefing instructions for the government delegates to ILO meetings. After consultation with federal and provincial departments and agencies, and with the major employer and worker organizations, reports are prepared under the supervision of the Branch in reply to ILO inquiries on a wide variety of labour matters. In addition, annual and periodical reports are prepared relating to the application of ILO Conventions and Recommendations. These annual and periodical reports, in addition to ILO reports and studies on various labour problems of current international interest, are distributed to the provincial departments of labour and the major employer and worker organizations.

The Director-General of the International Labour Organization, David A. Morse, visited Canada in October 1958, met the Prime Minister, the Minister of Labour, and others in the government in Ottawa, and representatives of national employer and worker organizations in Ottawa, Toronto and Montreal.

During the year the Branch completed arrangements for Canadian representation at the following ILO meetings in Geneva (listed in chronological order):

In 1958 (from April 1): 6th session of the Textiles Committee; 41st (Maritime) session of the International Labour Conference; 139th session of the Governing Body; 42nd session of the International Labour Conference; Meeting of Experts on Teachers' Problems; 140th session of the Governing Body; Tripartite Technical Meeting on the Timber Industry.

In 1959 (to March 31): Committee of Social Security Experts; 141st session of the Governing Body.*

Two Sessions in 1958

Two sessions of the International Labour Conference were held in 1958. The 41st (Maritime) Session met from April 29 to May 14, and was attended

* Detailed information on these meetings was carried in *The Labour Gazette*.

The ILO

Established in 1919, the International Labour Organization, with 80 member nations, is now a Specialized Agency of the United Nations. Tripartite delegations, consisting of government, employer and worker representatives, participate in ILO conferences and programs. The Governing Body is the executive council of the Organization. The yearly sessions of the International Labour Conference form a world assembly for discussion of labour and social problems, and Conference decisions are formulated in Conventions, Recommendations or Resolutions. There are also various regional conferences, industrial committees and other special meetings to consider the current problems of particular regions, industries and occupations. The International Labour Office comprises the secretariat which provides, on request, expert assistance and advice to member countries on manpower and technical assistance projects. The research facilities, labour library and wide range of publications of the Office are also available to member states.

Canada has participated in the work of the ILO since its establishment, and is one of the ten countries of chief industrial importance that are permanent members of the Governing Body. Canada sends tripartite delegations to the annual ILO Conference and to sessions of the industrial committees which convene periodically to discuss special problems in the following industries: building, civil engineering and public works; chemical industries; coal mines; inland transport; iron and steel; metal trades; petroleum; and textiles. In addition, there are Canadian members on numerous ILO advisory committees.

Canada aids the Technical Assistance Program of the ILO by providing experts in various types of industrial training for service in underdeveloped countries, and by arranging training courses in Canada for selected persons from such countries.

Canada has ratified 18 ILO Conventions (of which 12 concern sailors and dockworkers) and is required to report annually to the ILO on their application. Ratification of a recent Convention on the abolition of forced labour is also under consideration.

by 370 delegates, advisers and observers from 46 member states interested in maritime matters, including Canada. The Conference revised the 1949 Convention concerning wages, hours of work on board ship and manning, and adopted also a supplementary Recommendation. The revised Convention treats each of its subjects individually (wages, hours of work and manning) and provides the engagement of seafarers for vessels registered in a foreign country. A number that each can be ratified separately. It sets a minimum monthly wage of £15 (British) or \$64 (U.S.) or equivalent, and provides for a maximum 48-hour week on deepsea ships and a maximum 56-hour week on coastal ships. The section on manning includes provisions designed to prevent excessive strain and overtime work for crews. The Convention will come into force six months after ratification by nine out of twenty-seven maritime countries representing a major share of the world's shipping tonnage.

In addition, the 41st (Maritime) Conference adopted a Convention on seafarers' identity documents, and Recommendations on the social conditions and safety of seafarers, on medical care of seamen, on ships' medical chests, and on the engagement of seafarers for vessels registered in a foreign country. A number of Resolutions were adopted, including those on refugee seafarers, welfare in port, crew accommodation, atomic power and shipping, and fishermen's questions.

Labour Minister Addresses Session

The 42nd Session of the International Labour Conference met in Geneva from June 4 to 26, 1958, and was attended by nearly 900 delegates, advisers and observers from 73 member nations. Hon. Michael Starr, Minister of Labour, attended the Conference and spoke for Canada in the plenary session. The Canadian

government delegates were A. H. Brown, Deputy Minister of Labour, Ottawa, and Pat Conroy, Labour Counsellor, Canadian Embassy, Washington; the Canadian worker delegate was Claude Jodoin, President, Canadian Labour Congress, Ottawa, and the employer delegate was A. McD. Sparks, Vice-President, Northern Electric Company, Montreal. At this session four new international instruments were adopted: a Convention and a Recommendation calling on ILO members to take steps to eliminate discrimination regarding employment and occupation on the basis of race, colour, sex, religion, political opinion, national extraction or social origin; and a Convention and a Recommendation on the conditions of employment of plantation workers.

The 42nd session adopted a number of Resolutions on such subjects as industrial health and safety, technical assistance, human rights, management development, and labour-management relations. Canada sponsored a Resolution concerning measures to promote employment and action against unemployment, by such means as resources development, housing improvement, reduction of trade barriers, measures to facilitate mobility of labour, and unemployment insurance. The Resolution also urged member states to undertake studies on the problem, and employers' and workers' organizations similarly to examine their policies and actions in relation to their over-all effect on employment. The Resolution finally requested that studies be undertaken by the Director-General to promote and maintain employment. It was approved by a vote of 166 in favour, one against, and 10 abstentions.

At this session also the ILO's 1959 budget was approved, totalling about \$8.5 million. Canada's assessment, which is calculated at the rate of 3.53 per cent, will amount to a net contribution of \$261,416.

At both the 41st and 42nd sessions of the International Labour Conference, the seating of employer delegates from the Communist countries of Eastern Europe on technical Conference Committees was opposed by the employer group in general. At the 41st session these Communist employer delegates were finally seated as deputy members (without the right to vote). At the 42nd session, the employer delegates of the Communist countries were not nominated by the employers' group for seats on the technical Conference Committees, and when the Communist employer delegates indicated their unwillingness to accept deputy status on the Conference Committees, the result was that they were not seated on these Committees in any capacity.* The Credentials Committee's majority report rejected the government, employer and worker delegates from Hungary, as well as their technical advisers, and this decision was upheld in plenary session.

Various Subjects Dealt With

During the fiscal year the Governing Body held three sessions at which it discussed fact-finding machinery on freedom of association, future action in the field of civil aviation, methods of improving the program of ILO conferences

* A committee (Ago Committee) presented a report to the Governing Body in March 1959 on the question of employer representation from Communist countries at International Labour Conferences, which contained a proposal for dealing with this problem.

and committee meetings, the world employment situation, financial and administrative questions, the agenda and conclusions of various ILO meetings, the reports received from member countries, expansion of ILO work in Africa, the technical assistance program, and other related matters. At the March 1959 session, the Governing Body examined the draft 1960 budget estimates presented by the Director-General and approved them after revision.

The 6th Session of The Textiles Committee considered general reports reviewing action taken by member countries on the conclusions of previous sessions, and recent events and developments in the industry since the last session. In addition, the Committee studied working conditions and the effects of technological improvements in the textiles industry.

The Meeting On The Timber Industry was the first organized by the ILO in this field. Tripartite delegations from timber-producing countries (including Canada) discussed accident prevention, labour-management relations, and conditions of work and welfare in logging camps.

The ILO's operational program continued to expand during 1958. Plans were developed for courses and meetings on workers' education, and for a series of on-the-spot fact-finding surveys on trade union rights and freedom of association in member countries (the first two surveys in 1959 are to be in the Soviet Union and the United States). In the field of technical assistance, projects were continued in manpower training, vocational rehabilitation and employment services; the majority of these projects as in past years were financed by the Expanded Program of Technical Assistance of the United Nations, and were designed to assist underdeveloped countries to improve their industrial standards.

The Library

The Library, set up originally for the use of departmental officials in 1900, has grown to be the most complete labour library in Canada, serving as a source of information and as a lending library for other departments as well as for employers, unions, students and the general public.

Circulation figures increased considerably during the year. The total circulation of books and pamphlets reached 6,207 and the circulation of periodicals, not including the daily routing of magazines within the Department, reached 2,766. Loans to other libraries rose to 792, while 240 volumes were borrowed from other libraries. There was again an increase in the number of enquirers who visited the library, many of them local university students.

Efficiency was increased during the year by a shifting of the complete collection and a rearrangement of personnel, as well as by increased use of a photo-copying machine.

Microfilm in Demand

The microfilm collection was increased by 276 reels covering 25 different publications, most of which were trade union papers. The collection now consists of 795 reels covering 276 publications. Papers selected for microfilming are mainly those which are not suitable for binding because they are printed on low-quality paper which deteriorates rapidly. To these are added microfilms of books, periodicals and theses, not available in any other form, which are purchased from other libraries and universities. During the year the Library purchased microfilm of 66 publications, mostly from the Public Archives Microfilm Unit. Other libraries purchased copies of microfilm of 12 labour papers from the Library's collection, and 52 reels were sent out to other libraries on loan.

Various References

A bibliographical file, maintained for ready reference, was enlarged by 1,915 periodical and book references on various subjects. The staff also prepared an extensive special Bibliography on Human Rights for use in *The Labour Gazette* on the occasion of the tenth anniversary of the Universal Declaration of Human Rights. The Library prepared five bulletins in a series on library practice and administration, and continued to compile a monthly list of selected recent additions to the collection for use in *The Labour Gazette*.

The staff also prepared the index for a study entitled "Changing Patterns of Industrial Disputes Settlements in Five Canadian Industries", published during the year in book form under the Department's University Research Program.

The Library's book collection now numbers about 116,000 volumes. During the year, 3,587 books and pamphlets were acquired, of which 577 were placed

in branch libraries, and 397 bound volumes of periodicals were added to the collection. Of these, 285 were bound by the library staff. About 200 items were discarded. The Library has on file constitutions and proceedings of all labour organizations active in Canada, as well as similar publications from most of the countries of the Commonwealth and from the United States and other countries. It also keeps copies of all publications of the Department and the International Labour Office, and many government documents pertaining to labour from other countries.

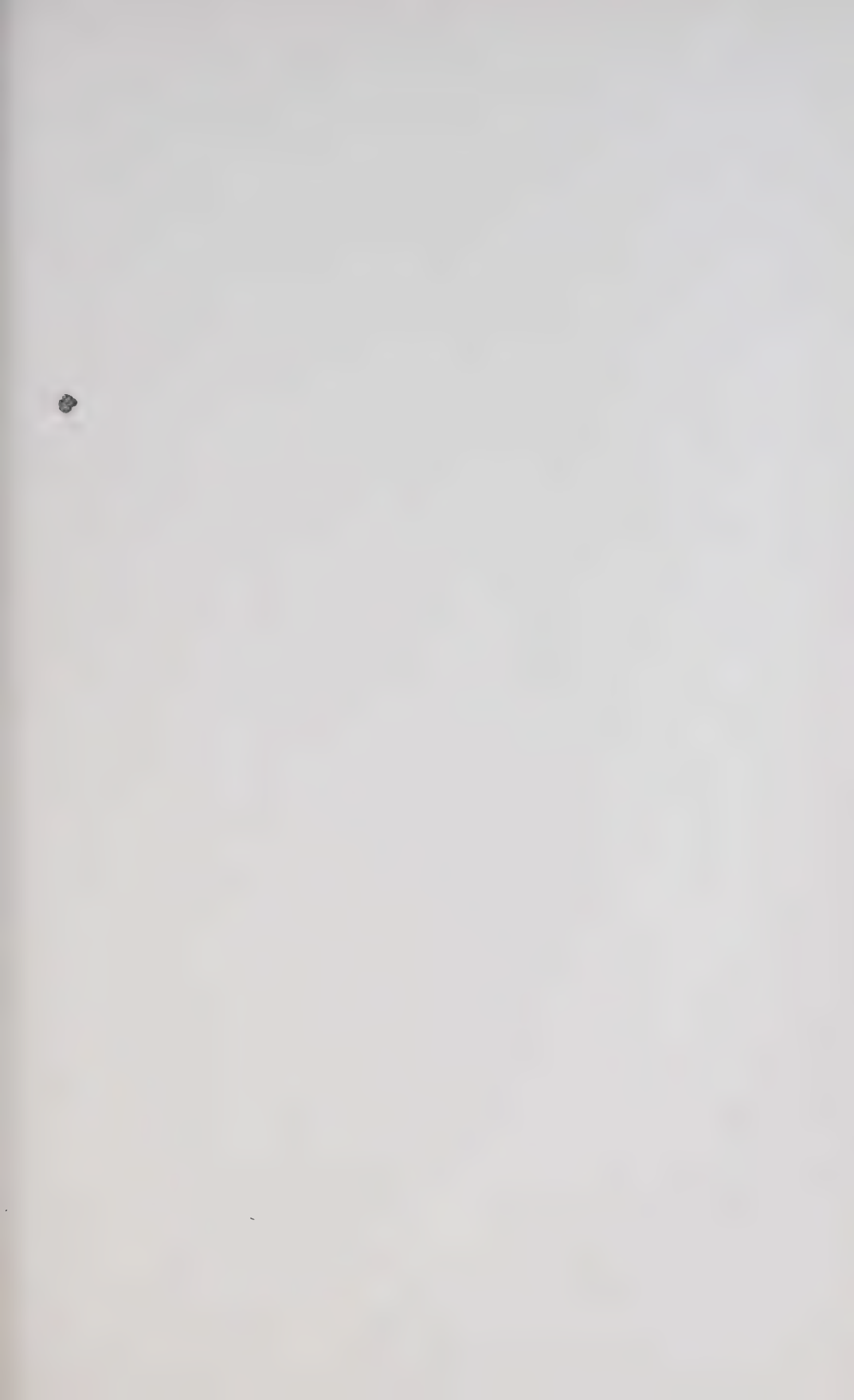
Unemployment Insurance Commission— National Employment Service

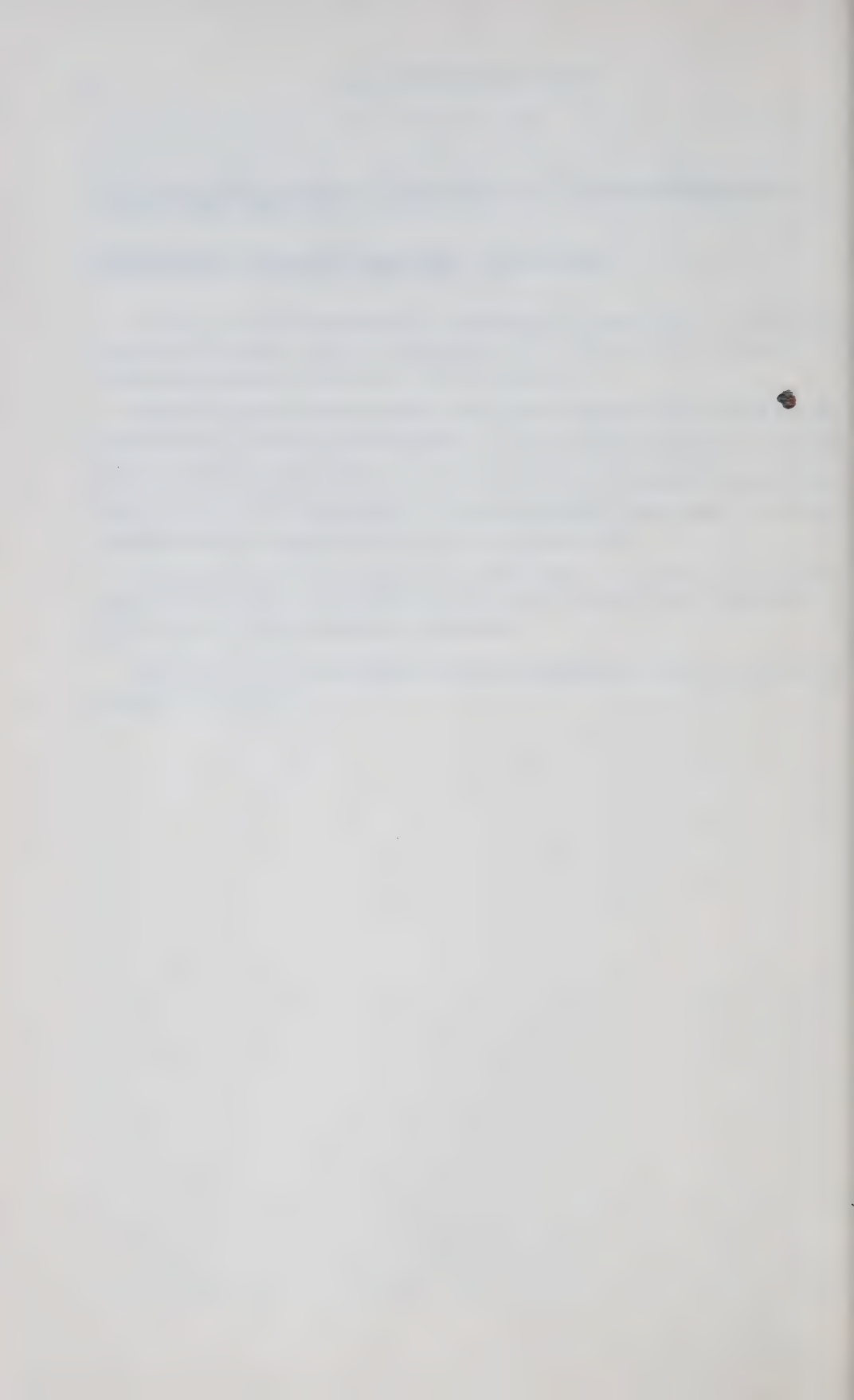
A close working relationship is maintained between the Unemployment Insurance Commission and the Department of Labour in the development of policies and programs particularly in the manpower field.

These programs, which are dealt with in other sections of the Annual Report, include seasonal and area unemployment, the older worker employment problem, industrial training, rehabilitation of the disabled, problems peculiar to women's employment, professional manpower, special employment problems of the primary industries, veterans' reinstatement in civil employment, employment on defence establishment, and manpower and social security research.

The Department is most appreciative of the close co-operation and assistance which the Commission, its officers and staff, have extended to the Department in these areas of common interest and endeavour.

Detailed information is published in the Annual Report of the Unemployment Insurance Commission.





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DEPARTMENT OF

ANNUAL REPORT
for the fiscal year
ended March 31, 1960

Canada
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DEPARTMENT OF LABOUR

ANNUAL REPORT

for the fiscal year ended March 31

1960

ROGER DUHAMEL, F.R.S.C.,
Queen's Printer and Controller of Stationery,
OTTAWA, 1960



DEPARTMENT OF MINISTERS

ANNUAL REPORT

1960-1961

Price 25 cents Cat. No. L1-1960
Available from the Queen's Printer
Ottawa, Canada

To His Excellency,

*Major General Georges P. Vanier, D.S.O., M.C., C.D.,
Governor General and Commander-in-Chief of Canada.*

MAY IT PLEASE YOUR EXCELLENCY:

The undersigned has the honour to forward to Your Excellency the accompanying Report of the Deputy Minister on the work of the Department of Labour for the fiscal year ended March 31, 1960, all of which is respectfully submitted.

MICHAEL STARR,

Minister of Labour.

REPORT OF THE DEPUTY MINISTER OF LABOUR
FOR THE FISCAL YEAR ENDED MARCH 31, 1960

TO THE HONOURABLE MICHAEL STARR,
MINISTER OF LABOUR.

Sir,—I have the honour to submit a Report of
the work of the Department of Labour for the fiscal
year ended March 31, 1960.

I have the honour to be, Sir,

Your obedient servant,

ARTHUR H. BROWN,
Deputy Minister of Labour.

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Introduction

This 60th Annual Report of the Department of Labour is a record of the Department's activities during the fiscal year 1959-60. The Department was established under the authority of the Conciliation Act of 1900, relevant provisions of which now appear in the Department of Labour Act (R.S.C. 1952, c. 72). At that time it was made responsible for aiding in preventing and in settling industrial disputes, for carrying out the Fair Wages Policy for ensuring proper wage rates and hours of labour for workers engaged by employers under contract with the Government of Canada, for collecting and publishing statistical and other information relating to labour conditions, for conducting enquiries into important industrial questions, and for the issue each month of The Labour Gazette. Since then the administration of a considerable amount of social legislation has been added to its responsibilities and the Department has become active in the field of manpower supply and demand.

During the year the Department devoted considerable time to stimulating winter employment, to encouraging employers to eliminate age barriers in hiring, to persuading young people to remain in school and obtain as much education and training as possible, and to conducting research into the effects of automation and technology in relation to skilled manpower needs and training.

During the year conciliation services were provided by the Department, within the terms of the Canada Industrial Relations and Disputes Investigation Act, in labour management negotiations directly affecting 178,240 employees or almost half of all employees under federal jurisdiction. The disputes making the most strenuous demands on the Department's conciliation services were those affecting uranium mines and railway operations.

In co-operation with the Unemployment Insurance Commission, the Department again organized and expanded the "Do It Now" Winter Work Campaign. The Department also co-operated with the governments of British Columbia, New Brunswick and Nova Scotia on special seasonal unemployment studies. The Municipal Winter Works Incentive Program, offering a federal contribution of 50% of the on-site labour costs for approved municipal projects, was again administered by the Department. Up to the end of the fiscal year, 2,224 municipal projects were approved and it was estimated that 1,762,280 man-days of work were provided through this program.

The Department continued to encourage co-operative efforts in building up co-ordinated rehabilitation services within the provinces, resulting in a steady increase in the number of disabled persons benefitting from rehabilitation services. In co-operation with the National Employment Service, employment opportunities were promoted for those handicapped persons sufficiently rehabilitated to seek

employment. Dr. G. Fred McNally, Chairman of the National Advisory Committee on the Rehabilitation of Disabled Persons from its inception in 1952, retired during the year and was succeeded by Brig. James L. Melville, C.B.E., M.C.

Investigation of the special problems of older workers and of women workers were continued and a number of studies were published.

Along with the Department of Trade and Commerce, the Dominion Bureau of Statistics and the Unemployment Insurance Commission, the Department participated in the work of a special committee set up to arrive at a statistical method of establishing a single national measure of unemployment.

The coverage of the regular survey of wage rates, hours of work and working conditions was broadened.

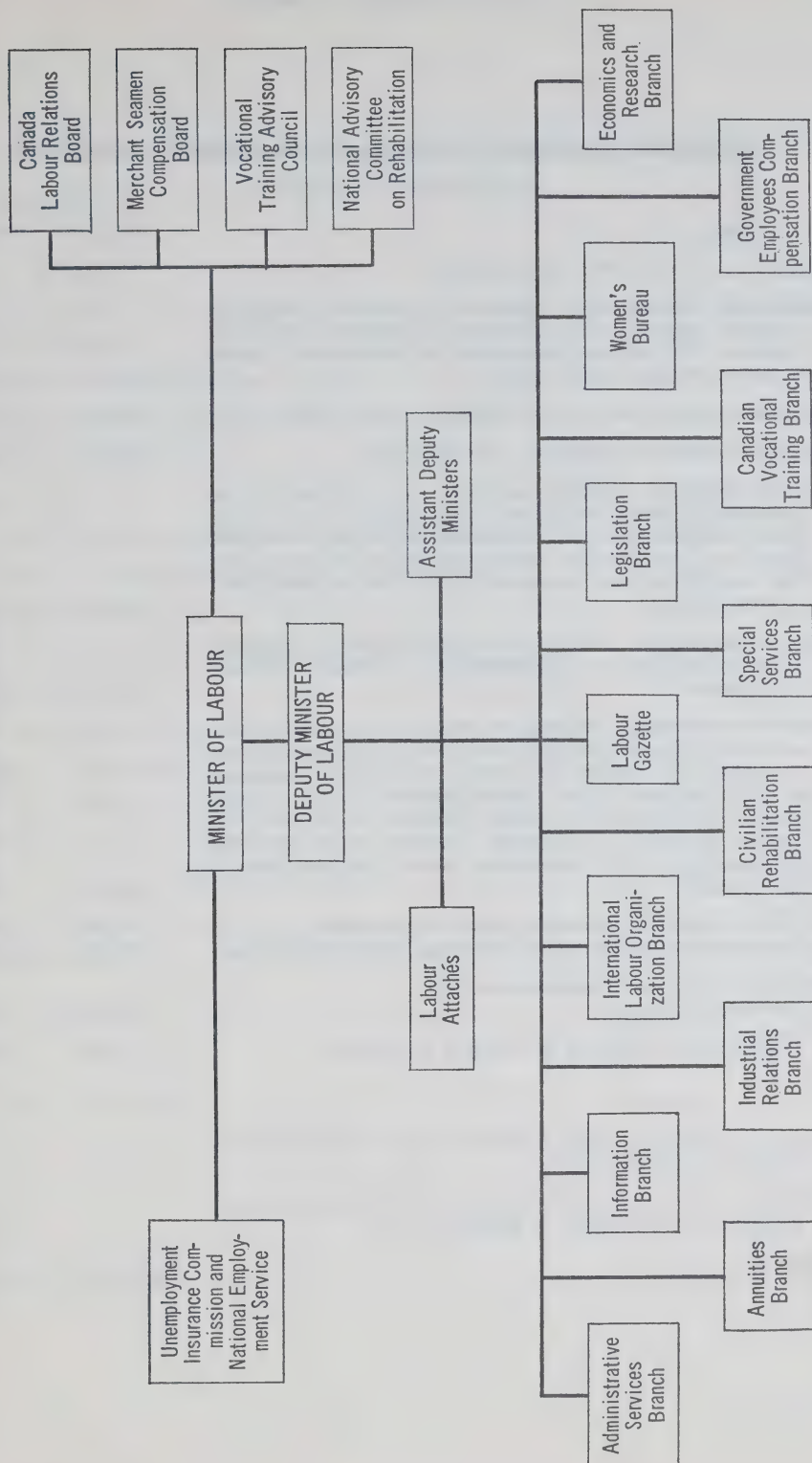
During the year there was a concentration on developing greater safety practices in all fields of Government employment.

During the year also a further 15,942 persons came under the security provisions of the Canadian Government Annuities Act, either by undertaking to purchase individual annuities or by enrolling in Group Pension Plans.

In 1959-60 the establishment of the Department of Labour proper provided for 642 positions, one less than the previous year. Staff strength at March 31, 1960 was 603; the majority of the positions vacant at that date were in process of being filled.

During the year, Walter W. Dawson, Director of the Special Services Branch, retired and was succeeded by F. M. Hereford.

DEPARTMENT OF LABOUR



Comparative Statement of Expenditures for 1958-59 and 1959-60

<i>Vote</i>	<i>Expenditures</i>	
	1958-59	1959-60
Minister's salary and motor car allowance	\$ 17,000	\$ 17,000
Departmental Administration, including the Labour Gazette, the Women's Bureau, the Manpower Utilization vote, the expenses of Canadian participation in International Labour Conferences and various grants	1,050,071	1,071,273
Economics and Research Branch, including research grants	618,436	653,287
Canadian Government Annuities—Administration	1,196,346	1,154,260
Industrial Relations Activities, including administration of the Industrial Relations and Disputes Investigation Act, the Canada Fair Employment Practices Act, the Female Employees Equal Pay Act, the Fair Wages and Hours of Labour Act and Regulations, and the promotion of labour-management co-operation	580,932	543,468
Civilian Rehabilitation Branch, including payments to provinces under co-ordination of Rehabilitation of Disabled Persons Agreements	152,575	164,095
Special Services Branch, including the promotion of a program for combatting seasonal unemployment, the organization and use of workers for farming and related industries and assistance to the Provinces under Federal-Provincial Farm Labour Agreements, and the movement, reception, supervision and welfare of workers from outside Canada to work on farms and in other essential employment where Canadian labour is not available	667,816	573,078
Vocational Training Co-ordination Act—Administration	93,429	94,453
Payments to provinces under Vocational Training Agreements	7,669,183	8,152,692
Government Employees Compensation Act		
Administration	95,307	94,821
Compensation respecting government employees	1,812,453	1,984,223
Sub-totals	\$13,953,548	\$14,502,650
Payments to provinces under Municipal Winter Works Incentive Program (1959 program)	248,864	6,215,844
Payments to provinces under Municipal Winter Works Incentive Program (1960 program) to March 31, 1960		374,635
Totals, Department	\$14,220,412	\$21,093,129

**Comparative Statement of Expenditures for 1958-59 and 1959-60
by Object of Expenditures**

<i>Object</i>	<i>Expenditures</i>	
	<i>1958-59</i>	<i>1959-60</i>
Salaries and Wages	\$ 2,554,656	\$ 2,611,836
Civilian Allowances	28,897	34,237
Professional and Special Services	722,223	737,125
Travelling and Removal Expenses	102,342	99,660
Freight, Express and Cartage	5,512	5,572
Postage	12,643	11,833
Telephones, Telegrams and Other Communication Services	28,913	30,754
Publication of Departmental Reports and Other Material	130,983	153,231
Films, Displays Advertising	441,154	407,200
Office Stationery, Supplies, Equipment and Furnishings	106,786	107,528
Materials and Supplies	12,669	5,393
Repair and Upkeep of Buildings	34,196	4,265
Acquisition of Equipment	591
Repair and Upkeep of Equipment	1,297	1,165
Municipal or Public Utility Service	9,840	8,611
Contributions, Grants, Subsidies, etc.	8,176,257	15,017,346
Pensions, Superannuation, etc.	1,640,364	1,747,960
Other Expenditures	193,680	108,822
Totals, Department	<u>\$14,202,412</u>	<u>\$21,093,129</u>

Industrial Relations

The Industrial Relations Branch is charged with the administration of five Acts: the Industrial Relations and Disputes Investigation Act (R.S.C. 1952, c. 152); Fair Wages and Hours of Labour Act (R.S.C. 1952, c. 108); the Annual Vacations Act (S.C. 1957/58, c. 24); the Canada Fair Employment Practices Act (S.C. 1952/53, c. 19); and the Female Employees Equal Pay Act (S.C. 1956, c. 38). Under these Acts the functions and activities of the Branch are many and varied, and include the appointment of conciliation officers, conciliation boards and industrial inquiry commissions in labour-management disputes; the investigations of complaints of unfair labour practices, refusals to bargain and violations of labour legislation; the processing of applications for certification and decertification of trade unions and the conducting of representation votes; the determination of wage rates and hours of work in Federal government contracts for construction or supplies; and the prevention of discrimination in employment based on race, national origin, colour or religion. The Branch is also responsible for wage surveys in order to make wage recommendations for prevailing rate employees of the Federal Government, and for services in connection with the establishment and functioning of labour-management committees. The Branch serves as the administrative agency of the Canada Labour Relations Board.

Conciliation proceedings under the Industrial Relations and Disputes Investigation Act during the year directly affected 178,240 employees, almost 50 per cent of the employees within federal jurisdiction. Conciliation officers effected settlements in 69 of the 106 labour-management disputes in which conciliation officers were appointed; 20 of the 106 had been carried over from the previous year. In 19 cases conciliation officers were unable to effect settlement and recommended the appointment of conciliation boards; three disputes at the conciliation officer stage lapsed; conciliation officers still had 15 cases in hand at the close of the year. Conciliation boards were appointed to deal with 22 disputes. In addition, reports of conciliation boards appointed to deal with 14 disputes in the previous year were received. In respect of these 36 disputes dealt with by conciliation boards, settlements were obtained on the basis of the boards' reports in 26 disputes; one dispute was not settled and a legal strike occurred; one dispute lapsed; eight disputes were still pending at the close of the year.

The disputes making the most strenuous demands on the Department's conciliation service were those affecting uranium mines and railway operations.

Industrial Relations and Disputes Investigation Act

The Industrial Relations and Disputes Investigation Act came into force on September 1, 1948.

The Act applies to industries within federal jurisdiction, i.e., navigation, shipping, interprovincial railways, canals, telegraphs, interprovincial and international steamship lines and ferries, aerodromes and air transportation, radio broadcasting stations and works declared by Parliament to be for the general advantage of Canada or two or more of its provinces. Additionally, the Act provides that provincial authorities, if they so desire, may enact similar legislation for application to industries within provincial jurisdiction and make mutually satisfactory arrangements with the federal Government for the administration of such legislation.

The Minister of Labour is charged with the administration of the Act and is directly responsible for the appointment of conciliation officers, conciliation boards, and Industrial Inquiry Commissions concerning complaints that the Act has been violated or that a party has failed to bargain collectively, and for applications for consent to prosecute.

Sections 16 and 17 of the Act provide conciliation machinery for the adjustment of disputes where no settlement has been reached either in negotiations for a collective agreement following the certification of a bargaining agent or in negotiations for the renewal of an existing agreement. On the request of either party to such a dispute, or in any other case where he considers it advisable to do so, the Minister of Labour may appoint a conciliation officer to confer with the parties for the purpose of helping them to conclude an agreement. If a conciliation officer reports failure to

bring about the settlement of a dispute, the Minister may appoint a board of conciliation and investigation. The Minister may appoint a conciliation board without prior reference to a conciliation officer, but the usual practice is the appointment of a conciliation officer in the first instance.

When a conciliation board is appointed, each party to the dispute is invited to nominate one person for appointment to the board. The two members so appointed are then requested to recommend a third person for appointment as chairman. If they fail to agree, the Minister selects the chairman.

The first duty of a board of conciliation and investigation is to endeavour to bring about agreement between the parties on the matters in dispute. In the event of its failure to do so, it is required to report its findings and recommendations to the Minister. The Minister supplies each party with a copy of the report, which he may publicize in such manner as he sees fit. A strike or lock-out is prohibited until seven days after the receipt of the report by the Minister.

The Canada Labour Relations Board is established under the Act as successor to the Wartime Labour Relations Board to administer provisions concerning the certification of bargaining agents, the writing of provisions—for incorporation into collective agreements—fixing a procedure for the final settlement of disputes concerning the meaning or violation of such agreements and the investigation of complaints referred to it by the Minister that a party has failed to bargain collectively and to make every reasonable effort to conclude a collective agreement. Activities of the CLRB are reported on page 16.

Conciliation Proceedings

As the year began, the report of the board of conciliation which dealt with a dispute between the Canadian National Railways and the Brotherhood of Locomotive Firemen and Enginemen was still being considered by the Brotherhood. The company had already announced its willingness to conclude an agreement implementing the board's recommendations. In April 1959, the parties were asked to meet with the Minister of Labour and on April 28 an interim agreement was signed by both parties.

In April, a conciliation board was established to deal with a dispute between the Canadian Pacific Railway Company (Eastern, Prairie and Pacific Regions) and the Brotherhood of Railroad Trainmen. In August, the board submitted a unanimous interim report relating to the issues in dispute affecting the Eastern

Region operations of the company. Both the company and the Brotherhood accepted the recommendations in the interim report and a collective agreement was entered into. In November, the unanimous final report of the board affecting the Prairie and Pacific Regions was submitted. Both the company and the union accepted its recommendations.

In June, July, August and September, conciliation officers were appointed to deal with disputes involving the Eldorado Mining and Refining Limited, Port Hope, and District 50, United Mine Workers of America, as well as with disputes involving the Elliot Lake area uranium mines—Algoma Uranium Mines Limited, Pronto Uranium Mines Limited, Northspan Uranium Mines Limited, Milliken Lake Uranium Mines Limited—and the United Steelworkers of America. The conciliation officers were unable to bring the parties to settlements and conciliation boards were appointed. All boards were under the chairmanship of His Honour Judge John B. Robinson, Haileybury, Ont., and in all but one dispute settlements were reached before the boards and the terms of settlement were contained in each board report. The one remaining dispute was settled later following conciliation board procedure.

As the fiscal year ended, a conciliation board was appointed to deal with a dispute between the major Canadian railways and their non-operating employees. This dispute involved 120,000 employees. Conciliation boards have also been appointed to deal with disputes between the United Grain Growers Limited, Pacific Elevators Ltd., Alberta Wheat Pool, Saskatchewan Wheat Pool and Burrard Terminals Limited, Vancouver, and the International Union of United Brewery, Flour, Cereal, Soft Drink and Distillery Workers of America; the Association of Lake Carriers and the Seafarers' International Union of North America, Canadian District; and the Canadian National Railways (*M.V. Bluenose*) and Canadian Brotherhood of Railway, Transport and General Workers. As the fiscal year ended, the proceedings of these boards were not completed.

A statistical analysis of conciliation proceedings under the Industrial Relations and Disputes Investigation Act for the fiscal year and since the inception of the Act is presented in the table on the opposite page.

Other Proceedings under the Act

Complaints of Failure to Bargain

The Minister received no complaints under Section 43 of the Act during the year. Under this section, a party to collective bargaining may make a complaint in writing to the Minister of Labour that any other party to such collective bargaining has failed to comply with the requirements of the Act relating to the commencement of bargaining by authorized representatives and to the making of every reasonable effort to conclude a collective agreement.

Since the Act came into force, the Minister has received nine complaints under Section 43 of the Act. Two were withdrawn. The Minister referred seven complaints to the Canada Labour Relations Board for investigation.

Analysis of Conciliation Proceedings Under the Industrial Relations and Disputes Investigation Act, by Disposition of Cases, for the Fiscal Year April 1, 1959-March 31, 1960 and from Inception of the Act Sept. 1, 1948-March 31, 1960.

	1959-60		From Inception to Mar. 31, 1960	
	Number of Disputes	Number of Workers Directly Affected	Number of Disputes	Number of Workers Directly Affected
Disputes being dealt with by conciliation officers at beginning of period.....	20	4,130	—	—
Disputes referred to conciliation officers.....	86	40,185	689	695,999
Total.....	106	44,315	689	695,999
Disputes settled by conciliation officers.....	69	23,244	422	138,848
Disputes not settled by conciliation officers.....	19	11,002	241	545,295
Disputes which lapsed; no further action required.....	3	111	11	1,898
Disputes being dealt with by conciliation officers at end of period.....	15	9,958	15	9,958
Total.....	106	44,315	689	695,999
Disputes being dealt with by conciliation boards at beginning of period.....	8	2,314	—	—
Disputes in which parties were considering conciliation board recommendations at beginning of period.....	6	4,141	—	—
Disputes referred to conciliation boards.....	22	144,927	250	1,016,635
Total.....	36	151,382	250	1,016,635
Disputes settled by conciliation boards.....	26	25,695	190	578,466
Disputes not settled by conciliation boards.....	1	30	46	312,205
Disputes which lapsed; no further board action required.....	1	25	6	332
Disputes in which parties were considering conciliation board recommendations at end of period.....	—	—	—	—
Disputes being dealt with by conciliation boards at end of period.....	8	125,632	8	125,632
Total.....	36	151,382	250	1,016,635

Applications for Consent to Prosecute

The Minister received six applications for consent to prosecute under Section 46 of the Act during the year. Five of the requests were granted and one lapsed.

Since the Act came into force, the Minister received 27 applications for consent to prosecute. Thirteen applications were granted, seven were refused, two were referred to industrial inquiry commissions and settled, one was referred to a conciliation officer and settled, one was withdrawn, and three lapsed.

Complaints of Violation of the Act

Twelve complaints of alleged violations of provisions of the Act were made to the Minister during the year. Complaints by a person claiming to be aggrieved because of such violations are permitted under Section 44 of the Act. In five of these cases the Minister granted consent to prosecute to the complainant. One complaint was withdrawn and one lapsed. The five remaining cases were pending on March 31, 1960.

From the inception of the Act to the end of the year there were 45 complaints under Section 44. In nine cases the Minister appointed industrial inquiry commissions under Section 56 of the Act to investigate the complaints; the result was either a settlement or dismissal of the complaint. Four complaints were settled by conciliation officers and two cases referred to conciliation officers were not settled. Nine complaints were withdrawn, ten lapsed, six developed into the granting of consent to prosecute, and five were pending on March 31, 1960.

Industrial Inquiry Commissions

During the year, two industrial inquiry commissions were appointed under Section 56 of the Act, which empowers the Minister to appoint an industrial inquiry commission to make any inquiries he thinks fit regarding industrial matters, and, in particular, to investigate alleged violations of the Act. Since the inception of the Act, 27 such appointments have been made.

Canada Labour Relations Board

Sittings of the Board occupied 27 days during the year. Approximately two thirds of the meeting time of the Board was spent hearing oral submissions by representatives of the 54 employers, 23 trade unions and various other parties who appeared before the Board. Most of the cases coming before the Board are decided without the necessity of oral submissions.

No complaints of failure to bargain collectively were referred to the Board. An order to bargain was issued in one case that was pending at the close of the previous fiscal year. There were two applications for a procedure for final settlement of disputes over the meaning or violation of a collective agreement; one of these was granted and one was settled without the necessity of a Board order.

The Board is composed of four representatives of organized labour, four representatives of employers' organizations, and an independent chairman. A vice-chairman acts during the chairman's absence and officers and staff of the Industrial Relations Branch act as officers and staff of the Board.

Certification Proceedings

The 136 applications for the certification of bargaining agents received by the Board during the year affected 28,403* workers. The Board disposed of another 23 applications for certification that were under investigation at the close of the previous year. Of these 159 applications, which directly affected 29,901* workers,

* Preliminary estimates, subject to revision.

69 were granted, 45 rejected and 29 withdrawn. At the end of the fiscal year, the remaining 16 were still under investigation. During the year the Board ordered 31 representation votes in applications for certification and five votes in applications for revocation of certification.

From the inception of the Act to March 31, 1960, the Board received 1,132 applications for certification, directly affecting some 156,740* workers; 666 applications were granted, 226 rejected, 224 withdrawn, and 16 were pending at the end of the year. In that period, the Board ordered 191 representation votes in applications for certification and 11 votes in applications for revocation of certification.

Other Proceedings

Complaints of Failure to Bargain Collectively

During the year no complaints were made under Section 43 of the Industrial Relations and Disputes Investigation Act alleging that a party had failed to bargain collectively and therefore no complaints were referred by the Minister to the Board. However, in one case pending at the close of the previous fiscal year, the Board issued an order requiring the respondent to bargain collectively with the complainant, but later revoked the order.

From the inception of the Act to March 31, 1960, the Minister referred to the Board seven complaints concerning failure to bargain collectively. In three cases the Board issued Orders requiring the respondents to bargain collectively with the complainants, and in one case revoked the order. It dismissed four complaints on the grounds that Section 43 of the Act did not have application to the matters in dispute.

Applications for Revocation of Certification

The Act provides (Sec. 11) that where in the opinion of the Board the bargaining agent no longer represents the majority of employees in the unit for which it was certified, the Board may revoke the certification of the bargaining agent. The Board is also authorized (Sec. 61 (2)) to reconsider, vary or revoke decisions or orders made by it.

Seven applications for revocation of certification were received during the year. Five were granted, one was rejected, and one was withdrawn. The Board also granted two applications for revocation of certification that were pending at the close of the previous fiscal year. Since the inception of the Act, the Board received a total of 31 applications for revocation; 19 were granted, 10 refused, and two were withdrawn.

Applications for Procedure for Final Settlement of Disputes Over Meaning or Violation of Collective Agreement

The Act prescribes (Sec. 19) that where a collective agreement does not contain a procedure for the final settlement of differences concerning the meaning or violation of a collective agreement, an application may be made to the Board

for the provision of such a procedure. Two such applications were received during the year. One of these was granted and one was settled without the necessity of a Board order.

Since the inception of the Act, 14 applications have been received; six were granted, three rejected, and five settled without the necessity of a Board order.

Fair Wages on Government Contracts

During the year the Department issued labour conditions to apply to several special defence projects: contracts for the construction of experimental army signals establishments (EASE), Semi Automatic Ground Environment Installation (SAGE), and two other special defence projects, one at North Bay and the other at La Macaza, Que.

Contracts on the St. Lawrence Seaway are also subject to fair wages legislation. A wage schedule was issued for the dredging of the Lower Livingstone Channel, Detroit River, Ontario. This is a project of the United States Army Engineers. The channel, when completed, will form an integral part of the Seaway.

The South Saskatchewan River Project also comes under fair wages legislation.* During the year, wage schedules were issued for five contracts for the construction of downstream tunnels, west access road, supply and stockpiling tunnel, observation and display building, and stage 2 of the main embankment.

Emergency overtime permits were issued for hours of work up to a maximum, in some cases, of 10 hours per day and 60 hours per week on contracts for the superstructure of the construction bridge, the processing of concrete aggregate, stage 2 of the main embankment, and a water supply system. These permits required the payment of not less than time and one-half for all hours worked in excess of 8 per day and 44 per week. These extended hours enabled the work on two large projects to be continued around the clock all through winter months. A great amount of earthmoving was possible in below zero weather.

* The Fair Wages legislation is in three parts: the Policy Order, the Act, and the Regulations under the Act. The Fair Wages Policy was originally adopted as a Resolution of the House of Commons in 1900 and later expressed in an Order in Council in 1907 which was revised and expanded in succeeding years. The last revision and consolidation was Order in Council (P.C. 1954-2029) of December 22, 1954.

The statute referred to is the Fair Wages and Hours of Labour Act passed in 1935. This Act provides for the payment of fair wages on construction contracts, that is, such wage rates as are generally accepted as current for competent workmen in the district but shall in all cases be such wage rates as are fair and reasonable, and limits the working hours on such projects to eight per day and 44 per week and provides that such hours may be exceeded only in emergency circumstances and by permission of the Minister of Labour.

A Regulation under the Act was passed in 1940 and has been revised by Order in Council (P.C. 1954-2030) of December 22, 1954. This Regulation provides that all cases of default in the payment of wages to employees of the contractor or other party charged with the payment of wages under a contract shall be referred to the Minister of Labour for investigation and determination of the amount in default and also provides that where a contracting department has occasion through a breach of contract by a contractor to seize his security and to withhold moneys due under a contract, that department shall immediately notify the Deputy Minister of Labour.

A more detailed account of the Fair Wages Policy, the Fair Wages and Hours of Labour Act and Regulations appears on pages 26-28 of the Annual Report of the Department of Labour for the fiscal year ending March 31, 1950.

On works of Construction, Repair, Remodelling and Demolition

During the year the Department issued 2,578 schedules of labour conditions compared with 2,877 during the fiscal year 1958-59 and 2,352 during 1957-58.

The value of contracts reported to the Department as having been awarded during the last year was \$225,221,340.28 compared with \$328,549,103 for the year 1958-59. During the year under review \$98,688.18 was collected from 138 contractors for distribution to 3,126 workers to satisfy wage arrears owing by contractors. During the fiscal years 1958-59 and 1957-58 the collections totalled \$54,352.05 and \$96,129.16 respectively.

Contracts for the Manufacture of Supplies and Equipment

Departments awarding contracts for the manufacture of supplies and equipment are required to include standard labour conditions as a provision of the contract. During the year 1,191 contracts were awarded, with an approximate value of \$9,307,565. During the same period 166 statutory declarations listing the classifications of workers employed on such contracts, their wage rates and hours of work were submitted to the Department for review. The corresponding figures for 1958-59 were 1,216, a total amount of \$9,998,749 and 103 statutory declarations.

All complaints received with respect to failure of contractors to apply the labour conditions of contracts were investigated. The policy of regular inspections is also maintained. During the fiscal year the Fair Wages Officers made 286 inspections of wages and hours and other labour conditions, including the non-discrimination provision, being observed by contractors on government contracts. In addition 233 inspections were made of the overtime rates being paid on contracts where permission was granted to exceed the statutory hours of work. The corresponding figures for 1958-59 were 151 wage inspections and 112 overtime permit inspections.

Prevailing Rate Employees

The separation of prevailing rate employees from the classified civil servants began with Order in Council (P.C. 1053) of June 29, 1922, which exempted about 130 classifications from Section 38B of the Civil Service Act, 1918, as amended and provided that: the selection of employees for these exempt classes be left entirely in the hands of the employing departments; they be paid the prevailing rate provided it does not exceed the salaries in the classification schedule; where no classification schedule exists, the rate of pay shall be such as is recommended by the employing department and approved by the Governor General in Council. In subsequent years, the original list of exemptions was increased from time to time.

Treasury Board Order (T.B. 558256) of December 22, 1959, effective January 1, 1960, amended and consolidated the previous Prevailing Rate Employees General Regulations and made provision that: the remuneration of these employees be based on rates of pay prevailing in the area of their employment for the class of work they do; the rates shall be fixed by Treasury Board after receipt by the Board of a submission from a department that is based upon a recommendation of the Department of Labour.

T.B. 558257 of December 22, 1959, effective January 1, 1960, amended and consolidated the previous Ships' Officers Regulations and provided among other

things that the salary rates of officers on government ships shall be determined or approved by Treasury Board on the recommendation of the appropriate department based on recommendations of the Department of Labour, which recommendations shall be based on rates of salaries prevailing in the appropriate area of employment for similar classes of work.

T.B. 558258 of December 22, 1959, effective from January 1, 1960, amended and consolidated the previous Ships' Crews Regulations and provided that wage rates shall be determined in the same manner as for ships' officers.

T.B. 482506 of February 8, 1955, the Commissionaire Services Regulations,

effective April 1, 1955, revoked the previous Order in Council (T.B. 434590) of August 28, 1952, and provided that agreements may be entered into between government departments and the Canadian Corps of Commissionaires or the British Columbia Corps of Commissionaires for the purpose of providing services by commissionaires. The rate of pay for each commissionaire supplied by the Corps will be established by Treasury Board after consultation with the Department of Labour. The rates recommended by the Department of Labour are to be based upon the private industry rates for comparable employment in the same area including the private industry rates for the services of commissionaires.

There are 35,000 to 50,000 prevailing rate employees exempt from the Civil Service Act and employed by about 26 departments and agencies of government. They are employed on public buildings, parks, forests, canals, dockyards, ordnance depots, machine shops, ammunition depots, air stations, printing establishments and on government vessels. In addition, the government departments and agencies have contracted for the use of the services of about 4,000 commissionaires of the Canadian Corps of Commissionaires and the British Columbia Corps of Commissionaires at various locations across Canada.

During the year 11,602 wage rate recommendations were made for the establishment of rates of pay of prevailing rate employees. Approximately 450 different occupational classifications were represented in these recommendations. The corresponding figures for 1958-59 were 9,659 involving about 450 occupational classifications.

During the year field officers of the Department conducted 275 wage surveys to obtain information about wage rates paid by private employers in the various areas across Canada where prevailing rate employees of the government were employed. In the year 1958-59 the number of surveys was 372.

In determining the appropriate rates of pay for these employees, the wage returns collected by the Economics and Research Branch, the wage rates established by collective agreements and the wage rates specified in some provinces by legislation, were also examined.

Labour-Management Co-operation Service

Company and union participation in joint consultation increased again last year. The number of Canadian workers now represented on labour-management committees is 436,426—an increase of 21,426 over the previous year. The committees are operating in all the major industrial classifications: manufacturing, transportation, mining, services, communications, retail and wholesale trade, construction and finance.

One of the major projects sponsored by the Service in 1959-60 was the presentation of four radio dramas dealing with the contribution being made to Canadian industry by joint consultation. They were broadcast over a national

network in the Department's regular "Canada At Work" series. Copies of the radio scripts were made available to interested parties, and to date 2,460 have been mailed.

The industrial relations news bulletin, "Teamwork in Industry", containing articles on the work and achievements of labour-management committees and other related topics, continued to be issued monthly. Among the most frequently reported of committee activities were the promotion of better understanding between labour and management, improvements in plant morale, production efficiency, product quality, accident prevention, plant housekeeping and communications, and reductions in absenteeism and waste. During the year the combined English and French circulation of the bulletin averaged 15,830 copies a month. A condensation of the feature articles in this publication appears monthly in *The Labour Gazette*.

A new series of posters was also issued, illustrating a variety of problems that have been resolved through joint consultation and labour-management co-operation. Each poster subject was amplified by pay envelope inserts and in the monthly bulletin to committees, *Let's Discuss*. During 1959 committees requested a total of 48,861 posters, 473,800 pay envelope inserts and 5,000 copies of *Let's Discuss*. This was an increase in demand of 3,261 posters, 203,620 inserts and 2,100 *Let's Discuss* over the previous year.

The Labour-Management Co-operation Service* has encouraged labour-management co-operation through joint consultation committees since May 1947. Previously this work was administered by the Industrial Production Co-operation Board. The Service was established in recognition of the valuable work done during World War II by labour-management production committees in many vital industries, and it has had the continuing support of major national employer and labour organizations. An advisory committee comprised of representatives of employers' associations and the trade union movement advises the Minister on matters relating to the administration of the Service. The present members of this committee were appointed under Treasury Board Minute dated June 26, 1958.

The Canada Fair Employment Practices Act

The Canada Fair Employment Practices Act** came into effect on July 1, 1953. Since the inception of the Act, 30 complaints have been made, all of which have been settled.

* The Service maintains a staff of 12 trained Industrial Relations Officers in various centres from coast to coast. Branch offices are located at Amherst, N.S.; Montreal and Three Rivers, Que.; Toronto, Hamilton and Windsor, Ont.; Winnipeg, Man.; and Vancouver, B.C. As an aid to the promotional work of its field representatives, the Service prepares and distributes literature, films and other informational material.

** The Act applies to employers and trade unions whose operations fall within federal jurisdiction and is designed to prevent and eliminate discrimination in employment based on race, colour, religion or national origin. Under the Act, no employer may discriminate against any person in regard to employment because of his race, colour, religion or national origin, and no trade union may exclude anyone from membership or discriminate against anyone in regard to membership or employment on these grounds. The Act prohibits the use of advertisements, application forms or other inquiries in connection with employment which express, directly or indirectly, any limitation, specification or preference as to race, colour, religion or national origin. The use of employment agencies which practise discrimination is also forbidden.

During the year, as part of a continuing program of educational publicity under the Act, two new pamphlets were published and distributed. A special radio series was prepared and broadcast during the whole month of February. The T.V. spot announcement produced in the previous year was televised nationally.

A film entitled "A Day in the Night of Jonathan Mole" was produced for the Department by the National Film Board and has been screened throughout the whole of Canada as well as in sections of the United States and Europe. Advertisements concerning the provisions of the Act were placed again in the foreign language press of Canada during the year. Officers of the Department attended eight national and international meetings on discrimination in employment sponsored by trade union organizations and other groups. The Department also acted as advisers to various community groups which were establishing anti-discrimination committees.

Female Employees Equal Pay Act

Although no formal complaints have been received under the Female Employees Equal Pay Act*, which came into effect on October 1, 1956, much advice and assistance has been given to parties seeking information concerning the provisions of the Act and its application to their particular problems.

The Act applies to employers and employees engaged in works, undertakings and business coming within federal jurisdiction.

The co-operation of employers and trade unions has been sought in giving effect to the purposes of the Act. Employers to whom the Act applies were asked to review their practices in the payment of female employees in order to avoid or eliminate any conflict with the provisions of the Act.

Annual Vacations Act

The Annual Vacations Act** came into force on October 1, 1958. Thus the year under review was the first full year of operation of the Act. During the year, the Minister of Labour approved various applications under the Act, and complaints concerning the non-payment of vacation pay were adjusted where necessary.

* The Act, in its principal provision, prohibits an employer from employing a female employee for any work at a rate of pay that is less than the rate at which a male employee is employed by that employer for identical or substantially identical work. A difference in rates of pay for male and female employees doing identical or substantially identical work does not contravene the Act when such difference is based upon factors other than sex that normally justify different rates of pay. Complaints under the Act may be made in the first instance to the Minister of Labour. Such complaints may be referred by the Minister to a Fair Wage Officer to make an investigation and try to effect a settlement. If no settlement follows, the complaint may be referred to a referee for final decision after hearing the parties concerned. The referee may order the adjustment of wages paid to female employees.

** The Act provides that employees in works, businesses or undertakings under federal jurisdiction shall be given one week's vacation for the first completed year of employment, with vacation pay being at the rate of two per cent of gross earnings. For the second and subsequent completed years of employment the vacation period is two weeks, with vacation pay at the rate of four per cent of gross earnings. The vacation is to be granted not later than ten months following the completion of the year of employment in which the vacation is earned. Employees whose employment is terminated for any reason before the completion of a year of employment are entitled to vacation pay at the same

Much advice and assistance have been given to employers, employees and trade union representatives seeking an explanation of the provisions of the Act and an opinion with respect to its application to groups of employees.

During the year, the Minister granted 62 applications involving many thousands of employees, jointly made by employers and trade unions, for the approval of collective agreement provisions concerning vacations with pay. The Minister also granted 11 applications for the approval of a calendar or other year as the year of employment for vacations with pay purposes. Some 39 complaints seeking the payment of vacation pay were processed and the employees concerned received \$2,270.25 in vacation pay.

Continued from page 22

percentages of earnings for the portion of the year employed. An employee employed for 30 days or less in his first year of employment is not entitled to vacation pay.

The Act also provides that the provisions of collective agreements with respect to vacations with pay shall prevail over the provisions of the Act for the current term of those agreements made before and existing on October 1, 1958, the date the Act came into force; that the Minister of Labour may approve collective agreement provisions for vacations with pay which are made after the date the Act came into force; and that the Minister of Labour may approve a calendar or other year of employment, in place of the anniversary-date-of-employment year upon which the Act is based, as the year of employment for purposes of granting vacations with pay.

Regulations pursuant to Section 9 of the Annual Vacations Act were made on September 2, 1958, by Order in Council P.C. 1958-1320, prescribing procedures for carrying out the purposes and provisions of the Act. Among other things, the Regulations provide for the making of applications for the waiving and postponing of vacations, for approval of a calendar or other year as the year of employment for vacations with pay purposes, and for the approval of collective agreement provisions for the granting of vacations with pay. The Regulations also provide for the exemption of certain classes of employees from the Act, for the keeping of employee records pertaining to annual vacations with pay, and for the payment to the Minister of Labour of vacation pay to which employees are entitled but who cannot be located by the employer. Such vacation pay is held in a suspense account by the Minister until claimed by the employee.

Canadian Government Annuities

The Annuities Branch administers the Annuities Act (R.S.C., 1952, c. 132), which provides for the sale of deferred and immediate annuities to the public individually or as company pensions. The Branch has 50 sales offices across the country staffed by 85 salesmen and 17 office assistants, and, in addition, information is available from Accounting Post Offices. An advertising program is conducted in newspapers and periodicals and by direct mail. The guiding principle of the Government Annuities program was stated in the preamble to the original Act of 1908: "Whereas it is in the public interest that habits of thrift be promoted and that the people of Canada be encouraged and aided thereto so that provision may be made for old age; and whereas it is expedient that further facilities be afforded for the attainment of the said objects . . ." The sale of annuities began on September 1, 1908.

During the year a further 15,942 Canadians came under the security provisions of the Annuities Act either by undertaking to purchase individual annuities or by enrolment in group pension plans. The new business for the year amounted to 3,714 deferred annuities, 664 immediate annuities, and 46 group contracts covering 306 employees. The number of new employees entering old groups was 11,258, largely replacing employees who had retired, died, or left the service of the employer. The net increase in employees in group pension plans was 2,657.

Mortality Study

The third quinquennial mortality study, 1953-1958, was completed. A report was made in January 1960. The study shows that death rates continue to become smaller and that the current mortality basis for premiums contains a margin of safety.

Quebec Approved Savings Plans

In October 1959 a new Regulation under the Quebec Income Tax Act granted optional tax exemption on annuity premiums similar to the exemption under the federal Act. The Branch prepared to process requests for provincial approval, and notified Quebec residents who had previously registered their contracts under the federal Act. About 2,625 annuitants in Quebec requested provincial approval.

Financial Data

The financial statement for the year is shown in Table 1, supported by the valuation schedule in Table 2. The Government Annuities Account increased by \$51,042,149 during the year. It is significant that the premium income decreased by \$7,039,699 from the previous year.

The high rate of interest obtainable on government and other high-grade bonds and on mortgages has had a noticeable effect on the Annuities Branch. Many prospective purchasers of annuities have been attracted by such other investments as guaranteed trust certificates, other registered retirement savings plans, and bonds. The sale of individual annuities dropped by 18 per cent from the previous year, and the premium income from individual annuities dropped by 12 per cent. Similarly, pension money is being attracted increasingly into non-underwritten funds. The premium income from group annuities this year was 11 per cent less than for the previous year.

Statistical Data

At the end of the year there were 205,201 group certificates for employees at work and 26,223 certificates for persons who terminated their service before retirement age. The number of contracts in force for individual deferred annuities was 116,057. During the year 2,527 employees retired and 2,398 individual contracts matured for payment of annuity.

The average age of persons drawing their annuities was 70.1 years for men and 69.6 for women. The average age at death for the 3,610 reported deaths was 75.1 years for men and 78.4 for women. At the end of the year six annuitants were over 100 years old. The oldest annuitant died during the year just after her 108th birthday, having drawn her annuity for 25 years.

Table 3 gives an analysis of the single-life vested annuities. Table 4 gives a history of the number of annuities sold and the purchase money received.

**TABLE 1—Government Annuities Account Statement for the Year
Ending March 31, 1960**

<i>Fund</i>	
Fund, April 1, 1959.....	\$1,105,825,076.00
Receipts, 1959-60, less disbursements.....	50,852,809.16
Transfer to maintain reserve.....	189,339.84
Fund, March 31, 1960.....	1,156,867,225.00
<i>Liabilities</i>	
Valuation of annuities outstanding..... (See Table 2)	1,156,867,225.00
<i>Receipts</i>	
Immediate annuities.....	3,991,755.08
Deferred annuities.....	52,533,796.96
Interest to March 31, 1960.....	42,805,366.00
Total.....	99,330,918.04
<i>Disbursements</i>	
Vested annuities.....	42,495,858.43
Commuted values.....	790,344.05
Premiums returned with interest (including instalment death benefits).....	4,114,356.28
Premiums returned without interest.....	484,134.36
Employee withdrawal payments (pension plans).....	591,304.04
Unclaimed annuities transferred to C.R.F. (Net).....	2,111.72
Total.....	48,478,108.88
Receipts less disbursements, 1959-60.....	50,852,809.16
Total.....	99,330,918.04

DISTRIBUTION

Interest Rate	Account at 31/3/60
4%.....	\$ 900,780,853.00
3½%.....	168,605,773.00
3%.....	87,480,599.00
Total.....	\$1,156,867,225.00

TABLE 2—Valuation March 31, 1960 of Annuity Contracts and Certificates

Classification	Number	Amount of Annuity	Present Value of Annuities in Force
		\$	\$
<i>Vested</i>			
Males, ordinary annuities.....	17,793	8,437,525	63,568,103
Females, ordinary annuities.....	20,460	8,177,324	76,254,089
Males, guaranteed annuities.....	16,170	9,603,447	104,538,089
Females, guaranteed annuities.....	12,559	6,871,612	92,145,455
Reducing at age 70.....	5,635	5,875,329	42,632,768
Last survivor ordinary.....	3,314	1,678,883	20,584,593
Last survivor guaranteed.....	569	350,943	4,946,657
Annuities certain.....	3,515	2,108,450	8,396,737
Temporary annuities.....	1,213	300,136	1,257,594
Total Vested.....	81,228	43,403,649	414,324,085
Deferred contracts and certificates.....	347,481	—	741,937,237
Death benefits by instalments.....	—	—	542,156
Advance premiums.....	—	—	63,747
Totals.....	428,709	—	1,156,867,225

TABLE 3—Vested Annuity Contracts, Single Life Only, in Force on March 31, 1960

Age Attained	MALE		FEMALE		TOTAL		
	Number of Contracts	Per Cent	Number of Contracts	Per Cent	Number of Contracts	Per Cent	Cumulative Per Cent
Less than 40.....	404	1.1	573	1.6	977	1.4	1.4
40-49.....	797	2.1	1,067	3.1	1,864	2.6	4.0
50-59.....	2,288	6.0	3,435	9.9	5,723	7.9	11.9
60-69.....	12,785	33.7	11,355	32.7	24,140	33.2	45.1
70-79.....	17,656	46.5	12,063	34.8	29,719	40.9	86.0
80-89.....	3,740	9.9	5,504	15.9	9,244	12.7	98.7
90 and over.....	258	0.7	692	2.0	950	1.3	100.0
Totals.....	37,928	100.0	34,689	100.0	72,617	100.0	

TABLE 4—Number of Individual Annuity Contracts and Certificates Issued and Net Receipts.

Fiscal Year Ending March 31	Individual Contracts Issued	Group Certi- ficates Issued	Total Contracts and Certificates Issued	Net Premium Receipts
1908-55.....	162,710	230,522	393,232	\$ 906,261,558.86
1956.....	6,799	15,672	22,471	69,945,756.20
1957.....	5,937	12,476	18,413	64,421,059.30
1958.....	6,701	11,236	17,937	62,149,627.18
1959.....	5,306	18,043	23,349	63,017,513.90
1960.....	4,378	11,564	15,942	56,041,417.68
Totals.....	191,831	299,513	491,344	1,221,836,933.12

Special Services

The main responsibilities of the Branch are: participation in the program to stimulate winter employment, including administration of the Municipal Winter Works Incentive Program; the Federal-Provincial Farm Labour Program; the program of organized movements of workers between Canada and the United States; and liaison with associations and employers in the forest industry in regard to their manpower problems.

Stimulation of winter employment again constituted the main activity of the Special Services Branch. There was increased participation by the provinces and industry in efforts to promote winter work. The Municipal Winter Works Incentive Program was again offered to and accepted by all provinces. As in previous years, substantial numbers of workers were moved within and between the provinces to meet seasonal requirements for farm labour. All provinces except Newfoundland participated in the Federal-Provincial Farm Labour Program.

Stimulation of Winter Employment

Federal government committees, departments and agencies, the provinces, industry and national organizations were again active in stimulating winter employment. The Winter Employment Working Committee, composed of officials of the Department and the Unemployment Insurance Commission, held ten meetings during the year. At these meetings plans were made for publicity and research, as well as for actual winter work campaigns at the national and local levels.

The Interdepartmental Committee on Winter Employment, of which the Deputy Minister of Labour is chairman, is composed of senior officials of the Departments of Defence Production, Finance, Labour, National Defence, Public Works and Transport, the Unemployment Insurance Commission, Central Mortgage and Housing Corporation, and Defence Construction (1951) Limited. Subcommittees deal with new construction, maintenance and repair, procurement and measurement of results. The amount of federal government maintenance, alteration and repair work held for the winter months as a result of one subcommittee's activities is expected to exceed the total of \$9,500,000 reached in the winter of 1958-59.

The Secretariat for the Winter Employment Working Committee, the Interdepartmental Committee on Winter Employment and three of its subcommittees is provided by the Special Services Branch.

Provisions for Increased Winter Employment

Encouraged by the winter employment campaign sponsored by the Department of Labour, winter construction is becoming a more generally accepted feature of the economy. An increasing number of firms, organizations, churches

and other owners of buildings endeavour to carry out a maximum amount of work during the winter, particularly in connection with repairs, alterations and maintenance. All federal government departments and agencies in a position to contribute to winter employment are doing so on an increasing scale. It is now regular procedure for each department and agency concerned with alteration, repair and maintenance work to submit a detailed statement of projects held for the winter ahead, to be followed in May with a comparable statement showing actual accomplishments.

Provincial governments generally are stimulating and promoting winter employment. They are trying to plan construction work with a view to maximum winter employment, to hold maintenance, repairs and alterations for the wintertime, and to regulate their purchases so that winter employment will benefit. Most provinces have interdepartmental winter employment committees. In New Brunswick and Manitoba senior committees with membership from industry, labour and government have been established by legislative action. The B.C. Research Council is continuing a study on seasonal unemployment, financed jointly by the federal and provincial governments, the results of which should be available in 1960.

The efforts of municipalities to combat winter unemployment have varied considerably. Wherever local winter employment committees are established municipal officials are either members or give their support. The Canadian Federation of Mayors and Municipalities has assisted in research on winter employment.

The National Joint Committee on Wintertime Construction, sponsored by the Canadian Construction Association, continues to be active in stimulating winter construction work. At frequent intervals, it issues news releases in regard to winter construction and makes it clear on every possible occasion that in the opinion of the organization winter construction is practicable, its quality is as good as that of construction in other seasons if proper procedures are followed and net costs are not any higher for most types of work.

The Canadian Manufacturers Association publicizes in its publications the need for more winter employment. It has established a committee on winter employment, with membership consisting of senior officials of large manufacturing corporations and companies, to obtain specific information about what is being done to stimulate winter employment by members and to ascertain their opinions on how more winter work should be created.

The Chamber of Commerce, the National House Builders Association, the Retail Merchants Association, the Canadian Labour Congress, the Canadian Retail Federation and other national organizations have co-operated in efforts to promote winter work.

In addition to officers of the organizations mentioned, field staffs of federal government departments concerned with construction, and of Central Mortgage and Housing Corporation and Defence Construction (1951) Limited are visited by officials from the Special Services Branch to discuss new ways of stimulating winter employment and to keep them informed of winter work activities and accomplishments in other parts of Canada.

Municipal Winter Works Incentive Program

The Municipal Winter Works Incentive Program of 1958-59, designed to stimulate winter employment in local areas, was well received by all provincial governments and most municipalities throughout Canada. On September 3, 1959, the Minister of Labour wrote to the Premiers of the Provinces, advising them that the federal Government was again prepared to assist municipalities in carrying out winter works projects during the period December 1, 1959 to April 30, 1960, (later extended to May 31) by making a federal incentive payment of 50 per cent of the direct payroll costs on the same basis as under the 1958-59 program.

The federal incentive payment applied to accepted winter works projects that would not normally be undertaken during the winter months and which came within the following categories:

- (a) The construction and major improvement of municipal roads, streets, sidewalks, bridges and underpasses.
- (b) The construction and major improvement of municipal water, sewage and storm sewage facilities not including buildings.
- (c) The construction and development of municipal parks and municipal playgrounds, separate or in municipal parks, but not including school playgrounds.

This offer of the federal Government was accepted by all provinces and all provinces participated in the program. In addition to the federal incentive payment, the provinces of Prince Edward Island, Ontario, Saskatchewan, Alberta and British Columbia made a further incentive payment of 25 per cent of the direct payroll costs. In Manitoba, the province contributed 30 per cent of the direct payroll costs in respect of persons who were unemployed and registered with the municipality for assistance immediately prior to employment under the program. The Province of British Columbia further augmented its contribution by an additional 25 per cent of direct payroll costs in respect of persons who, prior to employment on approved projects, had been in receipt of welfare assistance for a specified time. For the second winter Nova Scotia and Manitoba offered incentive programs of their own to municipalities for work carried out during the winter months. Their programs supplement the one offered by the Federal Government.

Representations were received on behalf of Indian Reserves in Canada which having duly elected governing bodies with funds of their own to expend on public works wanted to participate in the program.

Authority was granted to provide Indian Reserves with the same assistance and benefits open to municipalities.

A total of 2,648 applications were submitted by the provinces, of which 2,602 were accepted on behalf of the Government of Canada. The accepted projects called for work during the period December 1, 1959 to May 31, 1960 totalling an estimated \$75,097,000. The estimated direct payroll cost of these projects during the period was \$25,648,000, to which the estimated federal contribution was \$12,722,000.

TABLE 1—Municipal Winter Works Incentive Program 1959-60.

	CANADA	B.C.	ALTA.	SASK.	MAN.	ONT.	QUE.	N.B.	N.S.	P.E.I.	NFLD.	YUK.	N.W.T.	INDIAN BANDS
Applications Received.....	2,648	412	375	402	91	769	348	72	116	1	49	2	1	10
Applications Accepted.....	2,602	406	373	392	91	761	336	70	113	1	48	2	1	8
Applications Rejected, or Withdrawn	R. 34 W. 12													
Total.....	46	6	2	10	—	8	12	2	3	—	1	—	—	2
Estimated Total Cost of Pro- jects.....	113,367	13,650	14,707	5,715	3,609	28,681	44,515	692	1,235	0.5	529	13	3	17
Estimated Total Direct Pay- roll Cost of Projects.....	36,583	5,414	5,002	2,508	1,443	8,789	11,803	477	832	0.5	290	6	2	16
Estimated Cost of Work Undertaken Under Pro- jects Dec. 1/59 — May 31/60.....	75,097	9,055	11,605	5,190	3,265	23,245	20,609	659	1,211	0.5	225	1	3	3
Estimated Direct Payroll Cost of Work Undertaken Under Projects Dec. 1/59 — May 31/60.....	25,648	3,768	4,054	2,322	1,261	7,390	5,399	462	823	0.5	145	6	2	15
Estimated Federal Govern- ment Share of Direct Pay- roll Costs.....	12,722	1,803	2,027	1,161	631	3,690	2,689	227	411	0.25	72	3	1	7
Estimated Number of Men to be Hired—Dec. 1/59— May 31/60.....	51,610	4,278	7,760	9,056	1,501	11,237	6,685	2,028	8,045	10	804	17	10	179
Estimated Man Days Work to be Provided Dec. 1/59 — May 31/60.....	1,952,833	228,761	302,330	212,508	99,364	546,575	352,177	55,100	135,778	100	18,166	249	150	1,575

N.B.—Cost figures shown in thousands of dollars.

Work was provided on site for an estimated 51,610 men for a total of 1,952,833 man-days. In addition a substantial amount of employment was provided through the manufacture of materials used under the program.

Detailed statistical information concerning the program is contained in Table 1.

Federal-Provincial Farm Labour Program

To assist the provinces in carrying out their farm labour programs, agreements for the fiscal year 1959-60 were entered into with each of the provinces except Newfoundland. Under these agreements, the federal Government and the provinces shared expenses incurred in organizing the more efficient use of manpower in agriculture and in recruiting, transporting and placing agricultural workers. The amounts allocated by the federal Government to the provinces under these agreements were: Prince Edward Island, \$5,000; Nova Scotia, \$10,000; New Brunswick, \$5,000; Quebec, \$20,000; Ontario, \$30,000; Manitoba, \$17,000; Saskatchewan, \$27,000; Alberta, \$50,000; and British Columbia, \$11,000.

It was again necessary to move large numbers of workers within the provinces to meet seasonal requirements. When the demand for workers could not be met within a province, arrangements were made to move workers between provinces to meet seasonal shortages. Details of the organized inter-provincial movements are set out in table 2.

TABLE 2—Interprovincial Farm Labour Movements During the Fiscal Year.

Type of Movement	From	To	Number of Workers
Hay and grain harvesters.....	Prairies.....	Ontario.....	69
General farm workers.....	Nfld., N.S. & N.B.....	Ontario.....	466
Fruit pickers (students).....	Quebec.....	Ontario.....	13
Potato pickers.....	N.S. & N.B.....	P.E.I.....	617
Sugar beet workers.....	Sask.....	Alta.....	456
Sugar beet workers.....	Quebec.....	Ontario.....	288
Tobacco workers.....	Quebec.....	Ontario.....	180

Officials concerned in the administration of the Federal-Provincial Farm Labour Program meet annually at Ottawa to review the year's operations and to make plans for dealing with labour requirements in agriculture and related industries during the coming year. The 17th Federal-Provincial Farm Labour Conference, held in Ottawa on November 26 and 27, was attended by representatives from the provinces, head office and regional offices of the National Employment Service, the Federal Departments of Agriculture and Citizenship and Immigration, the Canadian Federation of Agriculture, the United States Department of Labor, the Canadian National Railways, The Canadian Pacific Railway Company and several embassies in Ottawa.

Movements of Workers Between Canada and the United States

By agreement worked out between the Department of Labour of Canada and the United States Department of Labor, Canadian woods workers in Quebec and New Brunswick can be recruited by approved American employers under a quota arrangement. The present quota stands at 9,000.

The numbers of Canadian woods workers employed in the United States on specified dates during the period 1950 to 1959 are as in Table 3.

TABLE 3—Numbers of Canadian Woods Workers Employed in the United States at Four Specified Dates During the Years 1950 to 1959, inclusive

	March 1	June 1	September 1	December 1
1950.....	1,800	2,400	2,950	5,500
1951.....	5,848	4,570	6,324	7,495
1952.....	5,825	4,950	4,750	4,525
1953.....	4,100	3,670	3,848	4,875
1954.....	3,996	3,589	3,414	4,742
1955.....	3,833	4,893	5,978	7,548
1956.....	6,162	4,180	6,444	6,687
1957.....	4,455	5,582	3,962	2,666
1958.....	2,603	3,205	3,186	2,726
1959.....	2,067	3,247	3,637	3,905

There is a very high turnover on these woods operations in the United States and men are crossing the border almost continuously to take jobs. Therefore, the figures shown in Table 3 do not represent the total number of men who have been employed.

For many years, there have been seasonal movements of agricultural workers between Canada and the United States, such as the movement from Quebec and New Brunswick to assist in the harvesting of potatoes in Maine, and the movement of tobacco curers from the United States to Quebec and Ontario. In recent years, these movements have been placed on an organized basis through agreement with the United States authorities. Particulars of the movements carried out during the year are shown in table 4.

TABLE 4—Movements of Farm Labour Between Canada and the United States During the Fiscal Year.

Type of Movement	From	To	Number of Workers
Potato pickers.....	Que. & N.B.....	Maine.....	6,717
Maple sugar harvesters.....	Que.....	New England States.....	400
Bean harvesters.....	N.B.....	Maine.....	152
Tobacco workers.....	Southern States.....	Ont. & Que.....	2,680
Apple pickers.....	Que.....	New York.....	191
Apple pickers.....	Que.....	Maine.....	80
Apple pickers.....	N.B.....	Maine.....	43
Apple pickers.....	Vermont.....	Que.....	94
Potato planters.....	N.B.....	Maine.....	174
Grain harvesters.....	Western States.....	Prairie Provinces.....	195

Group Movements of Immigrant Workers

During the year, 1,164 immigrants came forward in group movements, of whom 1,071 were domestic workers. The movement of domestic workers from the British West Indies, which had proved highly successful during the four previous years, was continued. During the year, 280 domestics from the British West Indies were admitted to Canada. These workers were selected by authorities in the British West Indies in accordance with standards laid down by the Government of Canada. These domestic workers were placed through the facilities of the National Employment Service.

For several years the Department operated a hostel at St. Paul l'Ermite, Que., for the purpose of providing temporary accommodation for immigrants and a suitable place for interviewing and counselling immigrant workers. While the hostel served a very useful purpose when large numbers of immigrants were coming forward in group movements, the numbers requiring temporary accommodation on arrival had greatly declined, and on December 31, 1959, the hostel was closed.

Forestry

Because of the importance of forestry as a basic primary industry, and its close association with agriculture in regard to manpower, the Special Services Branch maintains liaison with associations and employers in the forest industries with particular reference to their manpower problems.

Economics and Research

The Economics and Research Branch serves as a central agency to survey and analyze economic trends as they involve the labour force of Canada. Within the scope of its activity is the study of wages and working conditions, union organization, collective bargaining, employment and unemployment, particular occupations, and the training and utilization of manpower. The findings of its surveys and the analyses of basic studies are reported to the Government, to the International Labour Office, and to the public. The work of the Branch falls into three broad fields, which are dealt with by three Divisions: Labour-Management, Employment and Labour Market, and Manpower Resources. Within each field is a dual program—the compiling of basic information, and research into particular problems within the framework of a changing pattern.

During 1959-60 the Branch broadened its analysis of collective agreements and developed a concise presentation of developments in labour-management bargaining through the pages of *The Labour Gazette*. It improved techniques for gathering occupational wage rate statistics and for the first time used electronic processing equipment in handling survey data on working conditions. Work has continued in analyzing seasonal unemployment. Surveys of Canada's professional manpower resources have enlisted the co-operative assistance of professional associations in various fields. Study has been made of the effects on skilled manpower of the introduction of automation in the automobile industry and among office occupations. The series of career guidance pamphlets and filmstrips has been expanded and the booklets given a new and more colourful format.

Labour-Management Relations

Two of the Branch's annual surveys, concerned with wage rates, salaries, standard hours of work, and working conditions, were considerably expanded last year to make possible a more complete coverage. Information was also compiled on labour organizations, collective agreements and strikes and lockouts. Reports have been published to make this information generally available, and an increased volume of direct enquiries has been answered.

A number of collective agreements were under negotiation involving major industries under federal jurisdiction, more particularly the transportation industries, and the assistance of the Branch was given to those involved in bargaining and conciliation. Research and exploratory studies in labour-management relations have been of value in the review of labour legislation by other branches of the Department.

Labour Department-University Research Program

Grants were again made available under the Labour Department-University Research Program for studies of Canadian labour-management relations. Since 1951 a committee composed of representatives of Canadian universities and of the Department of Labour has annually awarded these grants. A variety of valuable studies have been completed and published since the program began. Twelve studies are now in progress covering various subjects in the labour-management field.

Collective Bargaining

The Branch has, over the past year, developed through the pages of *The Labour Gazette* an informative, month-to-month picture of labour-management negotiations in Canada. Listing the names of unions and companies, the progressive stages of bargaining, conciliation and settlement have been shown, and these have been supplemented by annual and semi-annual tables giving for the first time a capsule summary of the extent of the negotiations required to achieve agreement, and the wage settlements arrived at through collective bargaining. All agreements affecting 500 workers or more (except in the construction industry) have been surveyed in this way.

For the 48th consecutive year a survey was made of Canadian labour unions and a handbook compiled. *Labour Organizations in Canada, 1959* contained statistics relating to 6,763 union locals and their central organizations as an accompaniment to a directory that lists officers, publications and addresses of labour organizations across Canada.

Information in some detail on strikes and lockouts was supplied monthly to *The Labour Gazette* in the form of statistics compiled throughout the year on the basis of reports from the Unemployment Insurance Commission. Also during the year another edition in the series, *Strikes and Lockouts in Canada*, was prepared for publication.

Wage Rates and Salaries

The coverage of the 1959 Survey of Wage Rates, Salaries and Hours of Labour was extended to apply to virtually all establishments having 15 or more employees in the industries and communities surveyed. The additions were mainly among smaller establishments.

During the year further developmental work in connection with the Survey concerned the methodology used to construct index numbers, a review of the criteria used to select occupations and industries to be surveyed and a comprehensive appraisal of the office occupations reporting schedule. A revised survey form for office occupations was adopted for the 1959 Survey.

Wage information for office, maintenance and service occupations and general labourers in manufacturing was published for the first time in 52 separate community tables in the 1959 Survey. Tables for most communities had been processed and distributed in loose-leaf form by the end of the year, along with tables for a number of separate industries, following the pattern of previous reports.

As in past years, information from the Survey was supplied to the Pay Research Bureau of the Civil Service Commission as well as to hundreds of other organizations. The report, *Wage Rates, Salaries and Hours of Labour*, resulting from the 1958 Survey, was distributed to approximately 1,500 paying subscribers, representing a substantial section of labour and management across Canada. A report on *Salary Rates, Days and Hours of Work in Selected Hospitals* was also released early in 1960.

Correspondence and Reports

More than 70 per cent of enquiries handled over the past year by the Correspondence and Reports Section of the Branch were concerned with wage statistics; the total of these general enquiries reached 1,500. Material was prepared for both the *Canada Year Book* and *Canada 1959* published by the Dominion Bureau of Statistics. As usual, a considerable volume of statistical material was contributed to the *ILO Year Book of Labour Statistics*, and special reports for the ILO included a study of labour conditions in the petroleum industry and final work on the *Cost of Social Security in Canada for the Years 1955, 1956 and 1957*, for which, in addition to material developed in the Department of Labour, basic data had been obtained from the Dominion Bureau of Statistics and the Department of National Health and Welfare.

Working Conditions

A pioneer project in this Branch in the programming of survey data for tabulation by electronic computer was carried out last year in the preparation of the report, *Working Conditions in Canadian Industry, 1959*. It is expected that the experimentation, extending over several months, will be of value in future Working Conditions and similar surveys, permitting a more rapid and more extensive handling of statistical information. The Working Conditions survey is based on a total of 22,000 industrial establishments having at least 15 employees on the payroll.

Some alterations have been introduced in the content of the Survey, and an improved questionnaire form has been designed, in the continuing effort to facilitate the collection of basic data.

The Branch has undertaken to do certain additional tasks to meet the requirements of two of the western provinces.

As a result of this additional work, it is hoped that these provinces will be able to forego the conduct of surveys of their own which are very similar to those conducted by the Branch.

During the year a report titled *Provisions for Income Security in Canadian Manufacturing Industries* was published. Research was begun in three other areas of study: shifts and shift differentials in Canadian industry, paid vacations in Canadian industry, sickness and accident provisions in industry.

In September 1959 a first meeting was held of a committee set up to co-ordinate the work of the Branch and the Dominion Bureau of Statistics on the compilation of pension statistics. A new program in this field that will examine pension provisions not only in industry but also in non-commercial organizations will be undertaken by DBS with assistance from this Branch.

Co-ordination of Labour Statistics

Last fall the Canadian Association of Administrators of Labour Legislation committee on labour statistics, in which the Branch plays an important role, presented a first report to the annual meeting of the Association in Quebec. A number of co-operative arrangements have been introduced between federal and provincial agencies which compiled statistics on wages, working conditions, labour organizations, strikes and lockouts. The role of the research statistician in relation to the government administrator was also studied and discussed by the committee.

Employment and the Labour Market

The Branch is participating in the work of a special committee which also includes representatives from the Department of Trade and Commerce, the Dominion Bureau of Statistics and the Unemployment Insurance Commission, to arrive at a statistical method of establishing a single national measure of unemployment.

The increasing importance of detailed information on employment and unemployment, and of analysis in depth of the labour market as new economic factors come into play, has been reflected in the day-to-day volume of activity in this field. The Branch provides continuous information and analysis to the Government, and has been of service also to many sections of the public concerned with these problems.

Research connected with the structure of a quarterly econometric model of the Canadian economy was continued. The statistical testing and estimation of model equations is being carried out using a medium-size digital computer.

The Branch has continued to prepare each month an "Employment Review," comprising a report on the current employment situation and a summary of the manpower situation in 110 local areas of Canada, for publication in *The Labour Gazette*. In the February issue a review entitled "Employment in Canada in 1959" was presented. A mid-month press release on employment trends, prepared jointly with the Dominion Bureau of Statistics, was issued throughout the year.

Seasonal Employment

Particular attention has been given to problems of seasonal and other part-time employment. A comprehensive study of seasonal fluctuations and long-term trends in seasonal industries, outlining possible remedial measures, was completed during the year and prepared for publication in three parts in *The Labour Gazette*. Reprints will subsequently be made available for distribution.

A special survey of seasonal unemployment in New Brunswick and Nova Scotia has been initiated, at the request of the two provinces, as a joint project of this Branch and provincial government officials. A study of seasonal unemployment in British Columbia, conducted by the B.C. Research Council with assistance from the Economics and Research Branch, has now nearly reached completion.

Other special studies have been undertaken to examine behaviour patterns of seasonal labour force, with particular attention to various age groups.

Employment of Women

Investigation has continued of labour force data as they became available concerning the number of women workers and the proportion of the female population in paid employment, according to age and marital status. Special emphasis has been placed this year on detailed analysis of qualitative aspects of the female labour force. This is a contribution to the over-all investigation of the characteristics of the Canadian labour force, and is also related specifically to the interests of the Women's Bureau. In this connection a study was made of gross movement in the labour force, based on information available for the first time. The changing pattern of regular part-time work was the subject of a further study.

Articles prepared for *The Labour Gazette* have included one on part-time jobs for women. Another under the title, "Salaries and Qualifications of Women Teaching in Canadian Universities" appeared first in the *Gazette* and was reproduced in the official journal of the Canadian Association of University Teachers.

Occupational Histories of Married Women Working for Pay in Eight Canadian Cities, a companion study to the earlier investigation of the contemporary situation of the same selected sample, went to press in November.

A considerable volume of enquiries in this field was dealt with by the Branch.

The Older Worker

Three reports related to the particular problems of the older worker were published by the Branch during the year. A comprehensive statistical study appeared under the title, *The Aging Worker in the Canadian Economy*; a special study of retail sales employees in two large Canadian department stores, titled *Age and Performance in the Retail Trade*, was published in the late fall, and *The Employability of the Older Worker*, a review of research findings in this field, also appeared in November.

The Farm Labour Force

For the first time in several years a detailed analytical study has been made of the Canadian farm labour force. The report of this study was prepared for publication early in 1960 under the title, *Trends in the Agricultural Labour Force in Canada, from 1921 to 1959*.

Over the year a number of joint operations and conferences have drawn on the resources of the Branch in this field. In August a statistical summary called "The Outlook for Farm Labour" was prepared for the annual Agricultural Conference. A paper on "Trends in the Agricultural Labour Force in Canada, 1946-58" was presented to the Federal-Provincial Farm Labour Conference in November. The Branch was represented at meetings of the Agricultural Census Committee to assist in drafting the farm labour questionnaire to be used in the 1961 Census. A paper on the migration of temporary woods and agricultural workers between the United States and Canada during 1958-59 was prepared for the use of the International Payments Section of the Dominion Bureau of Statistics.

Other Industrial Labour Force Studies

New detailed studies of the peculiar characteristics of the labour force in various industries have been planned. Work has begun on the first of these, which will examine the labour force in the mining industry, show trends over the past decade, characteristics such as age and the extent of union organization, and include an investigation of the sources of labour force data in this particular area.

Manpower Resources

Early in 1960 the services of Dr. P. H. Casselman, Head of the Professional Manpower Section, were made available as a representative of the International Labour Organization to four Asian countries, Cambodia, Vietnam, Laos and Thailand, on a six-month mission of technical aid. Dr. Casselman will assess the technical and professional manpower requirements arising from the industrial development of the Lower Mekong Basin, and will advise the four governments concerned on methods of meeting these requirements.

In April 1959, the Chief of the Manpower Resources Division, J. P. Francis, was a delegate to a meeting of the Organization for European Economic Co-operation in Paris at which Canada's technical and professional manpower situation was reviewed. Methods of estimating Canada's professional manpower supplies and requirements were examined, and discussion ranged from immigration and emigration to the secondary school system, and the scale of fees and scholarships in Canada. This is one of a series of similar surveys of OEEC member nations.

The eighth edition of a publication widely used abroad by prospective immigrants, especially in the skilled and professional categories, was produced in 1959. *Working and Living Conditions in Canada*, a 75-page, illustrated booklet, was reproduced in quantity by the Department of Citizenship and Immigration, appearing in eight languages with a total distribution of 145,000.

Branch personnel participated in meetings of the Professional Manpower Advisory Committee, the Vocational Training Council, the Advisory Committee on Technological Change and the Skilled Manpower Training Research Committee, held at various times during the year to review and advise on research programs in these fields.

Professional Manpower

The third stage of a cycle survey program to maintain a continuing contact with Canada's professional manpower was completed during the year, bringing up to date a one-third section of the Register of Scientific and Technical Personnel maintained by the Branch. Detailed information was obtained about present location, employment, salaries and post-graduate studies. Various professional organizations showed their interest by arranging to participate in the survey. In the current round of the survey, which will elicit fresh information from the first one-third group, there has been special consultation with the Canadian Institute of Forestry, the Chemical Institute of Canada, the Royal Architectural Institute of Canada and the Canadian Association of Professional Engineers.

The response obtained from the third phase of the cycle was unusually high. It was decided to furnish an immediate release of the findings to those who participated, pending a comprehensive report that will be issued in early summer.

The entire Register now comprises approximately 75,000 names. For greater speed and economy in this annual survey the Branch has dovetailed operations to make use of the tabulation machinery of the Dominion Bureau of Statistics and the mailing facilities of the Queen's Printer.

During the year two further reports in the Professional Manpower Bulletin series were released: *The Early Post-Graduate Years in the Technical and Scientific Professions in Canada* and *Engineering and Scientific Manpower Resources in Canada: Their Earnings, Employment and Education, 1957*. A new study was undertaken in the same series, dealing with the migration of scientific and technical people into and out of Canada.

The requirements of employers for professional personnel in scientific and technical fields, forecast over the coming three-year period, will be ascertained in another survey in the coming year along the lines of six similar surveys that have been made at intervals since the end of the Second World War.

Skilled Manpower

Through the year there has been a substantial body of research in the general field of automation. The Branch has continued to determine the effects on manpower of office automation and of technological change in industry. Dealing with office automation, work went forward on an intensive case study of electronic data processing in a large insurance company. Three preliminary reports were prepared, dealing with the characteristics of computer occupations and personnel and using the basic data collected in the case study.

Plans were made to conduct a general survey to determine the extent, growth and effect on manpower of electronic data processing equipment in Canadian business and industry. A study of technological change in the automobile and parts industry was completed and a comprehensive report prepared. An experimental industrial manpower survey was initiated in the fall of 1959, consisting of the continuing record of movement of manpower in selected establishments, as a means of developing better ways to assess the manpower effects of technological and other changes in industry.

These various automation studies were part of the Skilled Manpower Research Program, which began in 1956 as a result of discussions with provincial training authorities and labour and management groups. The program has followed three main avenues of investigation: the extent and nature of technological changes in industry and their effects on skilled manpower requirements and training needs; how selected groups of skilled workers have acquired their competence; and the extent of public and industrial training facilities in Canada.

Work also continued on the second and third objectives of this program. An examination of the means by which five selected groups of specialized workers acquired their skills was completed and a final report prepared for publication. An analysis is being made of the training of engineers in relation to the jobs performed by them in industry, based on a 1957 survey. A survey was conducted to investigate

organized training programs in industry for skilled tradesmen and technicians, as well as to determine the number employed and the number being trained. Analysis of returns from 11,00 establishments was completed and a preliminary report prepared.

Complementary work in the Skilled Manpower Research Program has proceeded in the Vocational Training Branch with the preparation of further reports on Canada's publicly-operated technical training facilities and completion of a study on training programs in federal government departments and agencies. Two reports were issued during the year: *5B: Vocational Training Programs in Commercial, Home Economics, Art, Service Trades, Fishing, Forestry, Landscaping, Marine Engineering and Navigation*, and *5C: Vocational Education in Agriculture*. At the request of the Government of British Columbia, the Vocational Training Branch carried out a special survey of industrial and commercial establishments in that province to determine the need for technicians and for a technical institute at the post-secondary school level.

An assessment was made during the year of the work undertaken thus far under the Skilled Manpower Research Program. A preliminary report was prepared on the general findings of the various separate studies.

The Branch also assisted in a special survey conducted by the International Labour Office on electronic data processing installations in Canada and prepared material on the training of technical and supervisory staff in industry in Canada for presentation to the ILO.

Occupational Information

In response to the increasing demand for the "Canadian Occupations" series of monographs and filmstrips, changes were introduced last year to present this series in more attractive and modern format and to group related occupations under one cover. The first monograph to be restyled, Monograph 46, *Office Occupations*, is an example of the current policy. As technological change affects career opportunities in various occupational fields, this monograph series will seek to present up-to-date information of most practical use to the young job-seeker. The basis of organization is adapted from the new International Classification of Occupations.

Two new filmstrips have been produced in colour. *Teacher* has been well received by guidance workers, and some departments of education are considering placing prints in each of their secondary schools. The filmstrip, *Office Occupations*, also in colour, is ready for release. A colour revision of the earlier *Careers in Engineering* is nearing completion, to be followed by a revision of *Careers in Natural Science*. The sale of filmstrips through the National Film Board was greatly increased over previous years as a vigorous promotional campaign made them known to guidance and educational centres across Canada. Eighteen filmstrips have now been produced in this series, with a combined sale of 4,613 prints.

Several monographs came up for review in the continuing program of revision. *Careers in Engineering* and *Careers in Natural Science* will appear as separate titles, and *Electrical and Electronics Occupations* will replace the earlier *Electrician* and *Technical Occupations in Radio and Electronics*.

In addition to the usual distribution of monographs to secondary schools and local offices of the National Employment Service, selected titles are also being purchased in quantity by special interest groups, professional organizations and industry. During the year 8,666 booklets were mailed in answer to individual requests. In this period approximately 100,000 monographs were sold.

Branch personnel in this field have also co-operated closely with the Dominion Bureau of Statistics in revising occupational classifications for the 1961 Census.

Labour Gazette

The Labour Gazette Branch publishes, by authority of Parliament (Sec. 4, Department of Labour Act, R.S.C. 1952, c. 72), "The Labour Gazette", the official journal of the Department. The monthly magazine, now in its 60th year of publication, is produced in both English and French editions. The purpose of the journal is to disseminate accurate statistical and other information relating to the conditions of labour. The Branch also supervises the Department's press clipping service.

The Labour Gazette during the year just ended, gave special coverage in one issue to the older worker problem, commissioned an article to mark the celebration of the 40th anniversary of the founding of the International Labour Organization, expanded its service to its readers by enlarging the monthly "Current Manpower and Labour Relations Review" and began providing a page each month for the publication of news and information on older workers.

Special Features

Three articles on the older worker problem, published in the October 1959 issue of *The Labour Gazette* were: "The Aging Worker in the Canadian Economy", "Age and Performance in Retail Trade" and "Clauses in Collective Agreements Dealing with Older Workers". The same issue carried also a report on the five broadcasts on older workers that were produced by the Information Branch for the Department's weekly radio program, "Canada at Work". In the succeeding number, November 1959, *The Labour Gazette* announced the opening of the Minister's campaign to create job opportunities for older workers and reprinted the Minister's letter to Canadian employers.

To mark the 40th anniversary of the founding of the International Labour Organization, *The Labour Gazette* obtained an article, "Canada and the First Year of the ILO", prepared by Dr. Walter A. Riddell of Toronto, who, as Deputy Minister of Labour for Ontario, attended the first International Labour Conference in 1919 as an adviser to the Government Delegates. It was published in the December 1959 number.

Beginning with the June 1959 issue, the "Current Manpower and Labour Relations Review", the up-to-the-minute report on the manpower situation and on negotiations involving 1,000 or more employees, was split into two reports: an "Employment Review" and a "Collective Bargaining Review". The report on collective bargaining was enlarged by the addition of a three-page table listing current negotiations by the stage of the negotiations and summarizing the terms of the settlements reached. The number of collective agreements dealt with was

also increased by including all those, except in the construction industry, involving 500 rather than 1,000 workers. The expanded report also presents a more comprehensive general summary of current collective bargaining.

A review of labour legislation, both federal and provincial, enacted during 1959 sessions of Parliament and the provincial Legislatures was published in four articles: "Labour Legislation Enacted in 1959", "Workmen's Compensation Legislation, 1959", "Labour Relations and Trade Union Legislation in Canada in 1959", and "Changes in Public Assistance Legislation, 1959". The U.S. Labor-Management Reporting and Disclosure Act, 1959 was reviewed in a two-part article.

Coverage of Activities

The Labour Gazette continued to carry articles on those subjects that are within the jurisdiction or field of interest of the Department: conciliation proceedings, vocational and apprenticeship training, activities of the International Labour Organization, rehabilitation of disabled persons, proceedings before the Canada Labour Relations Board, industrial fatalities, labour legislation, women in industry, the operation of the Unemployment Insurance Act and decisions of the Umpire under the Act, government contracts containing a fair wage clause, and strikes and lockouts. Reports were published on the National Advisory Committee on the Rehabilitation of Disabled Persons, the Ontario Legislature's Select Committee on Labour Relations, the 7th Session of the ILO Coal Mines Committee, the 88th Annual General Meeting of the Canadian Manufacturers' Association, the 46th Convention of the International Association of Personnel in Employment Security, changes in the Unemployment Insurance Act, the 18th Annual Conference of the Canadian Association of Administrators of Labour Legislation, the 5th Meeting of the Advisory Committee on Professional Manpower, the 6th World Congress of the International Confederation of Free Trade Unions, and the 42nd Annual Meeting of the Canadian Construction Association.

The Labour Gazette published, and later prepared for issue as reprints, the following articles: "Proportion of Married Women in Canada's Female Labour Force", "Vocational Training for Married Women", "Salaries and Qualifications of Women Teaching in Canadian Universities", "Women Workers' Opportunities and Needs", all prepared by the Women's Bureau, and "Canadian Labour Papers on Microfilm in Department of Labour Library", prepared by the staff of the Department's Library. The complete annual report of the Unemployment Insurance Advisory Committee was also printed in *The Labour Gazette*.

Attendance at Conferences

Staff members attended and prepared reports on Laval University's 14th Industrial Relations Conference, the 17th Annual Spring Conference of the Personnel Association of Toronto, the 4th Annual (Montreal) Labour-Management Conference, McGill University's 11th Industrial Relations Conference, the 30th Annual Meeting of the Canadian Chamber of Commerce, the 38th Annual Convention of the Canadian and Catholic Confederation of Labour, the 3rd Annual

Convention of the Ontario Federation of Labour (CLC), the 17th Federal-Provincial Farm Labour Conference, the 28th Meeting and the 29th Meeting of the Vocational Training Advisory Council, the 4th Annual Convention of the Quebec Federation of Labour, and the 11th Meeting of the Apprenticeship Training Advisory Committee.

Increased Circulation

Average monthly circulation during the year was 13,158, a slight increase over the 1958-59 average of 13,025. Of this number, 10,754 were in English and 2,404 in French, and 5,865 were paid subscriptions and 7,293 complimentary. Of the average monthly English circulation, 4,825 were paid subscriptions; 5,929 complimentary. Of the average monthly French circulation, 1,040 were paid subscriptions, 1,364 complimentary.

The proportion of the English circulation accounted for by paid subscriptions was 44.8 per cent, up slightly from 44.1 per cent in the previous year. The proportion of the French circulation that was in paid subscriptions was 43.2, up sharply from 35 per cent in 1958-59.

The subscription rate remained: \$2 a year for Canadian subscribers, with a special rate of \$1 a year to groups of five or more for trade union locals, students, and companies wishing to subscribe for their staffs; and \$4 a year outside Canada. Bound volumes, with a classified index, are available to subscribers at \$5 a volume in Canada and \$7 in other countries.

The Branch continued to produce daily a condensation of press stories and editorials on labour subjects for distribution to officials of the Department, under the name of "Labour News Digest".

Information and Publicity

The Information Branch provides a wide variety of information, publicity and promotion services for the Department and associated agencies, including the National Employment Service and the Canada Labour Relations Board, in line with the Department's policy of keeping the public and the press fully informed on the legislation it administers and on all federal activities in the labour field. In carrying out its promotional activities the Branch uses all media and publicity outlets, including newspapers, magazines, radio, television, films, direct mail, posters, billboards and transit advertising. It creates every form of advertising and publicity material to cover these media, from newspaper cartoons to film scripts. The Branch is also required to carry on systematic liaison with industrial groups involved with departmental promotional programs.

A considerable part of the Branch's work during the year was concerned with a stepped-up educational campaign on behalf of employment for older workers and with the Canada Winter Work Campaign.

During the summer and early fall, the Branch mailed letters from the Minister regarding the older worker problem to 7,000 of Canada's largest employers, and supervised the distribution of a circular letter from the Minister to another 38,000 smaller companies and businesses. The letter, which outlined the problem and asked for advice on ways of alleviating it, brought nearly 3,500 replies from all segments of industry, representing the policies of about 15,000 companies.

By this direct contact with industry, much useful information was obtained, which is being analysed by industrial categories under various subjects related to the problem of the older worker, such as pension policies, turnover, productivity, absenteeism and accidents.

General Co-operation

In order to reach supervisors, foremen, personnel officers and management directly concerned with hiring, the Branch sought the co-operation of trade publications and several carried articles and editorials pointing out the employability of workers over 40. One series of six articles, written in the Branch, appeared in a trade magazine directed to the food industry.

In co-operation with the Older Worker Division of the Civilian Rehabilitation Branch, a series of four radio programs was prepared and presented on the 80 stations carrying "Canada at Work". The talks, given by representatives of industry, labour and the Department, were published in booklet form under the title, "Speaking Out About the Older Worker Problem".

By arrangement with an association of private radio and television stations, 740 spots on behalf of older workers, prepared by the Branch, were carried during the fall and winter by 33 radio stations and 19 television stations.

Arrangements were made with the Outdoor Advertising Association of Canada to carry older worker billboards on available empty space during the next year, up to a total of 800 English and 200 French boards in various locations across Canada.

Two issues of "2 Minutes of Employment Facts" were devoted to the problem of the older worker, one entitled "The Victims of A Myth", the other based on the study by the Economics and Research Branch, "Age and Performance in Retail Trade."

In a continuing effort to obtain assistance from national organizations, the Branch arranged with the headquarters of several of the churches during the year for the distribution of kits of material, covering the older worker problem and the other activities of the Department, to nearly 200 parishes. The problem was discussed at a number of national meetings of church officials.

Winter Work Publicity

The Canada Winter Work Campaign was carried on for the fifth consecutive winter. The "Do It Now" campaign, designed to increase economic activity and so increase employment during the winter months, is organized each winter by the Department of Labour in co-operation with the Unemployment Insurance Commission.

Publicity and advertising at the national level, handled by the Branch, were designed to give the greatest possible support to local offices of the National Employment Service and to local Employment Committees since the effectiveness of the campaign depends largely on the co-ordinated efforts undertaken by communities on their own behalf. At the national level also, efforts were made to encourage business and industry to arrange more advertising and publicity in the winter, in their own interests as well as in the interests of the campaign.

Members of the Branch carried out extensive liaison with senior officials of most of the large national advertisers and were in touch with many retail outlets in various parts of the country, discussing methods these firms could use in tying in their advertising and sales promotion with the winter work campaign, so as to take advantage of the favourable climate already created by the campaign.

Dominion-Wide Efforts

In developing national support, the Branch obtained active co-operation from daily and weekly newspaper associations, the Canadian Broadcasting Corporation, and large magazine publishing houses. In all, more than 50 national associations and publishing firms actively co-operated in furthering the campaign.

These liaison efforts aroused considerable interest and increased participation at both the national and local levels. During the year 90 of the country's largest national manufacturers, distributors and advertisers, including chartered

banks, directly supported the program in various ways. In the case of firms selling goods or services directly involved in winter work, this co-operation often took the form of rescheduling advertising and promotion to coincide with the campaign. Other firms, not so directly involved, arranged for the Department's television film clips and slides or radio spot announcements to be used on the programs they sponsored, or arranged nationwide displays of posters on their vehicles. Reports were also received during the year from firms which were planning their advertising budgets and merchandising procedures to allow them to participate more fully the following winter.

To awaken interest in winter activity, a leading trade magazine conducted for the second year, in co-operation with the Department, a contest for the title of "Building Supply Dealer of the Year", the winner to be judged on his winter promotion sales. The Director acted as one of the judges.

As in previous years the publicity and advertising in the early fall was intended to encourage business, industry, local governments, institutions and the public generally to plan to have as much work as possible done in the winter months when men are available and materials are more readily obtained. The active campaign itself began on national and local levels on January 15 and continued until the end of March. Special emphasis was placed on inside construction, redecoration, renovation, repair and maintenance work.

The national advertising portion of the campaign included a series of advertisements in all the daily newspapers, in a number of trade magazines, as well as in the main national consumer magazines. Paid spot announcements were placed on all radio and television stations.

Printed Material Wide-Spread

A large quantity of pamphlets was prepared and distributed in a variety of ways, including a mailing to all householders across the country through the co-operation of the Post Office, which also used the "Do It Now" slogan on all its cancelling machines. Envelopes stuffers were supplied for distribution with pay envelopes and public utility bills, and bulk shipments of posters in a variety of sizes were supplied to local campaign organizers. Also, large posters were supplied for use, on a free public service basis, on 1,500 bill boards through the co-operation of the Outdoor Advertising Association of Canada.

Brochures explaining the campaign, with examples of advertising support, were put in the hands of national advertisers, large employers, newspapers and others who might back the campaign. Technical booklets on winter construction were supplied by the Central Mortgage and Housing Corporation for contractors and owners planning to build in the winter.

Several hundred theatres all across the country screened short promotional film clips provided by the Branch. A ten-minute animated film entitled "It's a Crime" was produced in English and French, and was again distributed through the National Employment Service for use when speakers addressed meetings of local groups and service clubs. The Branch also promoted use of a winter construction film produced for the National Research Council by the National Film Board.

While there is no way of calculating accurately the monetary value of much of the national support from outside sources, it is estimated that the Department received more than ten dollars worth of support from non-government sources for each dollar of the \$246,000 it spent.

Local support is also difficult to evaluate in dollars and cents, but the records kept by local offices of the National Employment Service give an indication of the volume of the support forthcoming for community campaigns. These reports show that there were more than 1,000 newspaper pages of sponsored advertising, 3,075 news items, 617 editorials and 517 cartoons or illustrations in local newspapers; 31,729 radio spot advertisements sponsored by local businesses; 13,376 minutes of locally-sponsored radio program time; 4,451 television spot advertisements and 5,888 minutes of sponsored television program time. Local offices report only the items of local support of which they have knowledge, and there is no doubt that the support from these various sources was actually much greater.

Inherent in all this publicity is the suggestion that it is in the best interests of the customer to have jobs of renovation, repair and maintenance done in the winter. At the same time business is encouraged to service the home, plant and business renovation market estimated at more than six hundred million dollars.

During the year the Branch surveyed building supply outlets across Canada who had undertaken a vigorous wintertime advertising program tied in with the "Do It Now" promotion. Of the replies, 64% reported increases in sales volume over the winter previous varying between 1% and 200% and averaging about 17%. More than 95% reported they had maintained or increased their staff during the winter period when they normally laid off employees.

"Canada At Work"

In sustaining the Department's weekly radio program "Canada at Work", which is carried free of charge by independent radio stations across the country as a public service, the Branch produced broadcasts on such subjects as winter employment, professional manpower, rehabilitation, racial and religious tolerance, vocational training, and the employment of older workers. A series of five broadcasts urging young people to complete their education to fit themselves for better employment opportunities brought requests for 17,224 scripts in English and French. More than 50,000 scripts of all broadcasts were distributed last year.

Broadcast regularly since 1942, the program brings current information on labour and related topics before the public. At the year's end, 79 English-language radio stations were carrying the program each week. During the winter, 26 French-language stations carried a series of six broadcasts on the main subjects covered by the regular English program.

In addition to collecting material, writing scripts and editing recordings, the Branch recorded most of the broadcasts with its own equipment.

Various Other Projects

An advertising campaign in newspapers and magazines was again carried out to promote the sale of Canadian Government Annuities. As in the case of Winter Employment advertising, the Branch was responsible for the design, layout and copy for these advertisements as well as for the choice of media.

A brief digest of current labour and industrial topics, "2 Minutes of Employment Facts", printed in English and French, was distributed to employers and employer groups, labour unions and others interested.

A booklet containing case histories on fair employment practices entitled "Canadian Labour in the Struggle against Employment Discrimination" was produced during the year.

A bulletin on apprenticeship in industry, the third in a series on the various aspects of apprenticeship, was published. The material for this bulletin had been collected earlier by the Branch in a country-wide series of interviews and meetings with employers and provincial apprenticeship officials.

Two films on the rehabilitation of the handicapped produced in previous years, one on the employment of the handicapped and the other on community aspects of rehabilitation, were continued in circulation. Preliminary work was begun on an exhibit for the 8th World Congress of the International Society for the Welfare of Cripples, to be held in New York—the first time this body has met in North America. The exhibit, which will present this country's national rehabilitation program to this international group of experts, will be produced in co-operation with the Department of National Health and Welfare, the Department of Veterans Affairs, and will be transported and erected by the Canadian Council for Crippled Children and Adults.

Circulation of the Department's series of seven films on industrial safety and accident prevention was also continued. This series was produced in past years to carry out the Department's policy of assisting provincial governments and safety agencies working in the field of accident prevention.

The Department again assisted the National Film Board financially in the operation of an Industrial Film Preview Library as a service to employers. The Library makes it possible for employers to see and assess films on a variety of industrial subjects from all over the world, so that they may purchase or rent those best suited to their needs. Films for inclusion in the Library are previewed and selected by the Branch. The Branch prepared a comprehensive index by subjects for a new catalogue of this film library.

Labour Legislation

The Legislation Branch is a research branch engaged in the study of legislation, in Canada and other countries, that concerns the relations between employers and trade unions; prescribes minimum standards in such matters as wages, hours of work or annual vacations or establishes rules governing the working environment for the protection of the employees' health and safety, provides compensation for accidents, regulates training of apprentices and certification of tradesmen, or seeks to prevent or remedy discrimination in employment on grounds of race, colour, religion or national origin. It is the function of the Branch to make comparative studies of the ways in which the legislative bodies in Canada have dealt with these subjects and on occasion also to examine what other countries, where conditions are comparable, have done about them. Necessarily related is the study of the court cases in which such laws are interpreted, the representations made by labour and management organizations to governments to make changes in the laws, reports of administrative authorities on their operation, and inquiries of Royal Commissions or other bodies into their effectiveness.

During the year the Branch published in the Labour Law section of *The Labour Gazette* monthly reports of regulations issued under federal and provincial labour laws and reviews of selected court decisions dealing with labour matters. Four articles were published reporting labour legislation enacted in Canada during the year. The reports of the Royal Commissions on the Manitoba and Nova Scotia Workmen's Compensation Acts were reviewed in two articles. Also published were reviews of the reports of the Ontario Legislature's Select Committee on Labour Relations and the Committee on Organization of Government in Ontario. Two articles dealt with the United States Labour-Management Reporting and Disclosure Act of 1959.

Annual Bulletins

A pamphlet entitled *Provincial Labour Standards*, dated December 1959, was issued during the year. This is an annual bulletin which sets out the standards in effect under provincial laws for compulsory school attendance and minimum age for employment, public holidays, weekly rest day and annual vacations and also the requirements of equal pay and fair employment practices laws. The minimum wage rates and the maximum hours of work or overtime pay requirements are given in tabular form for the main fields of employment. Tables of benefits under workmen's compensation laws are also included.

Another annual bulletin, *Workmen's Compensation in Canada*, dated October 1959, was also issued. This bulletin describes the principles common to workmen's compensation acts and points out differences as well as setting out in detail the benefits payable in each province to injured workmen or, in fatal cases, to their dependants. Both bulletins are available in English and French.

Through the courtesy of provincial governments, the Branch obtains from the Clerks of the Legislative Assemblies copies of all bills introduced as well as copies of Votes and Proceedings. During the 1960 legislative sessions the Branch prepared a series of mimeographed reports entitled *Current Report on Legislation Affecting Labour Introduced in Parliament and the Provincial Legislatures*, summarizing briefly the contents of bills dealing with labour matters and tracing their progress until they were dropped or became law. These reports were distributed to government labour officials and were made available to any interested person on request.

The Branch also provides a reference library service with respect to federal and provincial statutes and maintains a historical file of regulations issued under federal and provincial labour laws.

Reports and Memoranda

During the year memoranda on a wide variety of questions relating to labour law were prepared in answer to specific requests from governments in Canada and abroad and from unions, business firms, students and others. Where a question related to specific rights or obligations of an employer or employee under a labour enactment, the inquiry was referred to the administering authority. Because of the complexity of administration of labour laws in a federal state, considerable use is made of this referral service.

A number of reports were prepared during the year on various phases of labour law in Canada in connection with Canada's participation in the International Labour Organization and the United Nations. Among these were reports to the International Labour Office on the state of law and practice in Canada with respect to the provisions of the conventions on medical examination of young persons in industry, night work of young persons in industry and minimum age in industry. A report on Canadian legislation affecting human rights was prepared for publication in the Human Rights Yearbook published by the United Nations.

Other Services

A member of the Branch serves as the Secretary-Treasurer of the Canadian Association of Administrators of Labour Legislation. The Association was organized in 1938 to provide a medium for the exchange of information about the administration and enforcement of legislation, to encourage the best possible standards of law enforcement and administration, and to bring about greater uniformity in labour legislation. The membership includes the federal and provincial departments of labour and all boards or commissions administering labour

laws. The provincial governments pay an annual fee; the Federal Department, in addition to providing the services of a secretary-treasurer, assumes the cost of reporting and distributing the proceedings of the annual conference for the use of the members.

The 18th conference of the Association was held in Quebec City from September 1 to 4, 1959. The agenda included recent legislative and administrative developments, labour standards legislation, problems arising in certification proceedings under the labour relations Acts with particular reference to the building trades, and conciliation officers' techniques in settling disputes. Dr. John T. Dunlop of Harvard University addressed the conference on "Jurisdictional Disputes."

Government Employees Compensation

The Government Employees Compensation Branch administers the Government Employees Compensation Act, originally passed by Parliament in 1918, under the provisions of which compensation, including hospital and medical care, is payable to federal employees who are injured while in employment. Dependants of those who are fatally injured also are beneficiaries. The Workmen's Compensation Commission of Quebec and the Workmen's Compensation Boards of the other nine provinces receive, process and pay federal employee claims under a long standing federal-provincial arrangement. The scales of benefits of provincial Workmen's Compensation Acts apply. The Branch is responsible for promoting safe work practices throughout federal government employment. The Director of the Branch also is the Secretary of the Merchant Seamen Compensation Board, which administers the Merchant Seamen Compensation Act (see next chapter, p. 59).

A decrease of 710 in the number of approved claims under the Government Employees Compensation Act was recorded in the year that ended March 31, 1960. By provisions of this Act, benefits (including compensation for loss of earnings, medical attention, and hospital care where needed) are paid to employees disabled at work and to dependants when the injuries suffered are fatal.

Total number of claims was 17,261, not including 516 which were rejected. This compares with 17,971 in the year 1958-59. There were 15 fatal accidents, a drop of seven from the 22 cases in the preceding year. As in the past the greater proportion of claims were for minor mishaps. There were 11,216 of these claims as against 11,768 in the year before, a decrease of 552. But there also was a reduction in the number of lost-time accidents: 5,986 compared with 6,135. There were 46 pension cases against 44 in the preceding year.

Of the total lost-time cases, 3,167 were accounted for by employees who, while recovering from occupational injuries or diseases, were in receipt of full salary either under provisions of Section 68(1) of the Civil Service Regulations or by similar plans followed by certain Crown corporations and agencies. The remaining 2,819 were compensation cases, at the rates of compensation applicable under a Workmen's Compensation Act in the province in which the person is usually employed. The rate is generally 75 per cent of earnings up to fixed annual ceilings. This total includes prevailing rates employees and other classes of workers both in government departments and Crown corporations and agencies. A considerable number are employed by the Department of National Defence and Public Works, but most are employees of National Harbours Board, Canadian Arsenals Limited and Eldorado Mining and Refining Limited. The number of claims from salaried personnel was higher by 56 but lower by 205 in the other categories.

Total coverage under the Act is a fluctuating figure in a year since the number of employees of government departments and Crown agencies is not static. Approximately 155,000 salaried civil servants plus another 6,000 to 7,000 on the staffs of Crown agencies and others comprising prevailing rates employees, ships' officers and crews, and casuals employed directly by departments and by the corporations and agencies to the number of approximately 59,000, are protected.

The ratio of approved claims related to total coverage for the year was one accident per 12.74 employees. It has been about the same for some years. For lost-time cases the ratio was one to 37 employees.

Under a long-standing arrangement, federal employee claims are adjudicated by the provincial Workmen's Compensation Boards (Commission in Quebec) and payments are made from federal funds on deposit with each provincial authority. The Government Employees Compensation Branch of the Department of Labour fully documents all claims originating in the province of Quebec and the complete dossier, if in order, is then forwarded for the Commission's consideration and payment of compensation, medical and hospital accounts. Most of the documentation for Ontario claims also is done through the Branch. Duplicate copies of claims for the other eight provinces are sent to Ottawa and payments by each of the 10 provincial authorities are reported monthly so that there can be an adequate check on every claim, circumstances of the accident, the likely duration of absence from work and the cost.

Disbursements Increase

Although the net claims in 1959-60 were down, the disbursements for compensation and other costs were higher than in 1958-59. That is because rates of compensation have increased. These rates are the same as provided for in provincial Workmen's Compensation Acts for employees of private industry and business. Six of the 10 provincial Acts were amended early in the year increasing the benefits.

Most of the claims come from the provinces of Ontario, Quebec, Alberta and British Columbia, where there is the largest concentration of federal employees. These four provinces accounted for approximately 12,000 of the approved claims last year.

Efforts continued throughout the year to develop greater safety consciousness in all fields of government employment. With the support of the senior administrative officers, safety committees co-operating with departmental supervisors have done much to reduce and eliminate hazardous working conditions. The safety adviser, who has been attached to the Government Employees Compensation Branch since June, 1957, visited many establishments of departments and industrial plants of Crown Corporations during the year. He made inspection tours in company of officials for the purpose of noting condition of premises and work operations.

It was agreed, as a result of some of these inspections, that rearrangement of work places and changes in work operations would lessen risks and action was taken

to that end. The safety adviser also talked to groups of workers as well as discussing accident prevention with supervisors and explaining the practices and safety standards that have proven effective in private industry.

Stress was laid on the importance of educating new employees and in fact, emphasizing on all employees the necessity of constant vigilance and care in work habits. It was pointed out that 85 per cent of industrial accidents are due to human error.

All accident claims received in the Branch are under constant review so that recommendations may be made to avoid the recurrence of a particular type of accident. To date, the results of this review seem to have justified the effort expended.

At year's end the French edition of the Safety Manual for Government Departments and Agencies was being pointed for distribution early in the new fiscal year.

There always are a number of accidents to federal employees which are due to conditions beyond the control of Government departments, Crown corporations and agencies, such as, falls on defective paths and stairs situated on private property and in other ways. In the year 422 claims were made against third parties responsible, and \$39,515 was collected to cover costs of compensation.

At the end of the year there were 1,552 employees and dependants in receipt of pensions.

A separate report is made each year for the information of all departments and Crown agencies giving in detail number of accidents, cause, nature of injuries, age, sex, length of service and occupational classification of employees involved and the number of work days lost.

TABLE 1—Number of Accident Claims, 1959-60.

Province	Pension	Compensation	Full Salary	Medical Aid	Rejected	Fatal	Total
Newfoundland.....	—	89	37	217	6	—	349
Prince Edward Island.....	—	45	10	59	1	—	115
Nova Scotia.....	3	296	136	1,021	21	2	1,479
New Brunswick.....	1	94	79	335	6	—	515
Quebec.....	24	425	692	1,691	66	4	2,902
Ontario.....	3	651	1,258	4,307	243	2	6,464
Manitoba.....	—	108	163	496	11	—	778
Saskatchewan.....	—	220	161	516	10	2	909
Alberta.....	9	375	277	837	28	3	1,529
British Columbia.....	2	315	312	1,400	117	2	2,148
Yukon and N.W.T.....	2	201	42	337	7	—	589
TOTALS.....	44	2,819	3,167	11,216	516	15	17,777

TABLE 2—Lost Time Cases—1955-56—1959-60.

Year	Net Claims	Lost Time	Employees Covered
1955-1956.....	15,555	5,285	206,000
1956-1957.....	16,123	5,664	208,000
1957-1958.....	16,269	5,611	214,000
1958-1959.....	17,971	6,135	225,000
1959-1960.....	17,261	5,986	225,000

TABLE 3—Statement of disbursements relative to claims of employees of the Federal Government during the fiscal year 1959-60 and Federal Government share of administration expenses charged by boards or commissions for the calendar year 1959.

Province	Disbursements Fiscal Year 1959-60	Administration Expense charges by Provincial Boards or Commissions Year 1959	Total
	\$	\$	\$
Newfoundland.....	32,219.91	2,951.06	35,170.97
Prince Edward Island.....	20,980.89	1,519.95	22,500.84
Nova Scotia.....	158,645.15	15,203.75	173,848.90
New Brunswick.....	46,507.66	5,919.17	52,426.83
Quebec.....	509,521.88	60,845.00	570,366.88
Ontario.....	674,916.77	80,782.16	755,698.93
Manitoba.....	85,526.10	9,160.07	94,686.17
Saskatchewan.....	156,829.58	13,107.74	169,937.32
Alberta.....	292,540.94	34,787.53	327,328.47
British Columbia.....	289,320.51	33,631.75	322,952.26
Payments respecting employees locally engaged outside Canada.....	21.19	21.19
Payments of additional expenses where death of employee at place other than that of employment.....	178.16	178.16
Totals.....	2,267,208.74	257,908.18	2,525,116.92

Merchant Seamen Compensation Act

During the fiscal year a total of 73 companies were subject to provisions of the Merchant Seamen Compensation Act and 25 claims for compensation were received. The Act is administered by the Merchant Seamen Compensation Board appointed by the Governor-in-Council.

In August 1959, Capt. G.L.C. Johnson of the Department of Transport, Vice-Chairman, resigned, and was replaced by Capt. F. S. Slocombe, Chief, Nautical and Pilotage Division, Department of Transport. Present members of the Board are: A. H. Brown, Chairman; Capt. F. S. Slocombe, Vice-Chairman; and H. D. Clark, Member.

Detail work in connection with the administration of the Act is done by the staff of the Government Employees Compensation Branch of the Department under the supervision of the Director of the Branch, G.G. Greene, who is also Secretary of the Board. The Secretary is authorized by the Board to pass upon all settlements of temporary disability claims which are in accordance with the provisions of the Act and are not disputed by the employer or the employee. Approval of such settlements, as well as awards in permanent disability and death cases, is the final responsibility of the Board.

The employer is required to pay the compensation directly when official notification of the approval of a claim and amount of award is received from the Board.

Under the Act, all seamen, but not including pilots, apprenticed pilots or fishermen, must be protected against accidents arising out of and in the course of employment by liability insurance or other means satisfactory to the Board, which the employer himself must provide.

A seaman is defined as "one employed or engaged on a ship registered in Canada or chartered by demise to a person resident in Canada or having his principal place of business in Canada when the ship is engaged in trading on a foreign voyage or on a home trade voyage as such voyages are defined in the Canada Shipping Act".

If so ordered by the Governor-in-Council, the definition also includes a seaman engaged in Canada and employed on a ship that is registered outside of Canada and operated by a person resident in Canada or having his principal place of business in Canada when such ship is so engaged.

Merchant Seamen Compensation Act

Statistical Report Since Inception

	No. of Shipping Companies Covered	No. of Seamen Employed	No. of Claims for Accidents	No. of Fatal Cases Reported	No. of Awards Perm. Dis.
*1945-47.....	95	Not Available	160	9	12
1947-48.....	74	"	108	12	8
1948-49.....	82	"	97	7	16
1949-50.....	78	"	68	1	15
1950-51.....	68	"	61	4	9
1951-52.....	66	"	56	3	7
1952-53.....	82	"	39	2	8
1953-54.....	81	5,476	44	1	9
1954-55.....	77	3,484	31	1	4
1955-56.....	63	3,500 (approx.)	44	7	8
1956-57.....	68	3,500 "	39	9	4
1957-58.....	73	3,800 "	47	4	6
1958-59.....	77	3,850 "	34	4	6
1959-60.....	69	3,500 "	25	0	3

*Period of 20 months.

Civilian Rehabilitation Branch

The Civilian Rehabilitation Branch co-ordinates the activities of departments of the Federal Government and assists the provincial governments as required in the establishment, development and operations of a national rehabilitation program. It collects and disseminates information regarding rehabilitation methods and services and maintains liaison with provincial authorities, voluntary agencies and professional associations regarding rehabilitation services for the disabled. A division of the Branch is responsible for developing a long-range program for alleviating the difficulties of older workers in finding employment.

The Branch continued to encourage co-operative efforts to assist in building up co-ordinated rehabilitation services within provincial boundaries, resulting in a steady increase in the number of disabled persons benefitting from rehabilitation services. Assistance, financial and otherwise, was provided to provincial governments.

Through such co-operative measures all agencies, both public and private, will be enabled to work together to bring beneficial services to all categories of the disabled. This is in keeping with the established principle that government should not take over the entire responsibility for the rehabilitation of the disabled.

The Branch conducted a survey of special sheltered employment facilities and vocational adjustment facilities in Canada, in order to gather information that would assist rehabilitation co-ordinators in planning and co-ordinating programs within their provinces.

TABLE 1—Rehabilitation Cases on which Full Details are Available

Period	Number of Cases	Males	Females	Number of Dependents	Estimated Annual Cost of Support	Estimated Accumulative Support Savings	Annual Earnings After Rehabilitation	Estimated Accumulative Earnings
Up to March 31, 1957	1,001	686	315	610	\$ 450,532	\$ 450,532	\$1,750,753	\$1,750,753
Fiscal Year 1957-1958.....	1,055	683	372	826	948,460	1,398,992	1,860,165	3,610,918
Fiscal Year 1958-1959.....	1,174	745	429	877	1,232,040	2,631,032	2,219,380	5,830,298
Fiscal Year 1959-1960.....	1,462	941	521	1,146	923,240	3,554,272	2,683,403	8,513,701
Totals.....	4,692	3,055	1,637	3,459	\$3,554,272	\$8,034,828	\$8,513,701	\$19,705,670

Federal Rehabilitation Assistance

Since May 1953 the Department, through the federal-provincial Co-ordination of Rehabilitation of Disabled Persons Agreements, has provided financial assistance to provinces wishing to co-ordinate rehabilitation services for the handicapped. Under these Agreements the Federal Government offers contributions to each province on a matching basis to help pay the salaries and expenses of a Provincial Co-ordinator and his staff and to supply certain other services necessary to the rehabilitation of an individual where these needs are not covered by other provisions of the rehabilitation program.

Nine provinces signed such Agreements. Eight appointed Provincial Rehabilitation Co-ordinators and one appointed a Director of Rehabilitation Services. These Agreements terminated at the end of March 1958 but new agreements were signed extending further support to the provinces.

In 1953 the Department also extended vocational training privileges to the disabled by adding Schedule "R" to the Canadian Vocational Training Co-ordination Act. Under this schedule the federal

Government can share with the provinces the cost of providing such training to the disabled, together with the necessary maintenance allowances and transportation costs. At the same time the National Employment Service of the Unemployment Insurance Commission made its special placements services available to those rehabilitated to the point of being ready for employment.

Grants for hospital construction, tuberculosis control, crippled children and mental health, available through the Department of National Health and Welfare, can in some instances be applied to rehabilitation projects. In 1953, the Department of National Health and Welfare supplemented these by the Medical Rehabilitation Grant, which can be used to train rehabilitation personnel, to purchase equipment designed to reduce disability and to expand existing rehabilitation services.

In all phases of the development of the rehabilitation program, the Department of Veterans Affairs has contributed the benefit of its experience with the rehabilitation of ex-servicemen and women.

During the year, the Division on Older Workers developed a program of public education to combat prejudice and discrimination against the older worker seeking employment.

Dr. G. Fred McNally, Chairman of the National Advisory Committee on the Rehabilitation of Disabled Persons since its inception in 1952, who contributed to many advances in the field of rehabilitation in Canada, resigned during the year. He was succeeded by Brigadier James L. Melville, C.B.E., M.C.

Rehabilitation of the Disabled

The Branch has worked closely with other federal departments interested in the disabled. It has also kept in close touch with developments in the various provinces and provided assistance upon request. Staff members have participated in conferences and meetings, lectured in universities and undertaken other work to further the program. Liaison is maintained with rehabilitation authorities in other countries, and with the United Nations and its specialized agencies including the International Labour Organization.

The Branch carried out, in close co-operation with the Information Branch, considerable public education during the year, using films, radio broadcasts, pamphlets, articles and public addresses. A bi-monthly bulletin, "Rehabilitation in Canada", was prepared and published by the Branch and circulated to those working in the field. This service keeps them in touch with developments throughout Canada. Articles prepared in the Branch appeared regularly in *The Labour Gazette* and efforts were constantly made to find new ways of informing the public of the benefits to be derived from rehabilitation practices.

Discussion of ways to bring about a consolidation of rehabilitation effort were held during the year with other federal departments and with provincial authorities.

Difficulties occur at times in the placement or training of the disabled because of a lack of educational qualifications. In such cases attempts have been made to include academic upgrading as part of training for a specific occupation. Greater emphasis was placed during the year on "on-the-job" training as employers became more conscious of the value of disabled persons as employees.

Nine provinces made use of Schedule "R" of the Vocational Training Agreements (see page 78) during the year to provide vocational training for those among the disabled who were capable of acquiring new skills. Co-operation was maintained by the provinces with voluntary agencies and plans were developed for case finding and referral, medical, vocational and social assessment, the provision of physical restoration services, vocational training where indicated, and, with the co-operation of the National Employment Service, placement in suitable employment. The Branch has been active in furthering these measures.

Study of Rehabilitation Reports

(Covering only those cases on which full details are available)

TABLE 2—Breakdown by Age, Sex, Dependents and Location

(Under disability groups)

	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
AGE GROUPS										
Under 20.....	2	48	23	6	21	42	3	16	6	167
20 to 30.....	21	187	19	27	66	197	16	62	19	614
31 to 40.....	17	84	5	49	36	61	7	29	5	293
41 to 50.....	9	62	2	32	18	37	4	12	7	183
51 to 60.....	8	30	1	39	12	6	6	3	4	109
Over 60.....	12	17	—	53	9	2	1	—	2	96
SEX										
Male.....	60	290	30	107	114	215	25	69	31	941
Female.....	9	138	20	99	48	130	12	53	12	521
NUMBER OF DEPENDENTS.....										
	102	451	19	79	93	224	71	65	42	1146
LOCATION										
Urban.....	39	235	28	103	113	231	21	93	22	882
Village.....	16	107	14	6	26	71	10	16	7	273
Rural.....	14	86	8	97	23	43	6	13	14	307

TABLE 3—Educational Standing at Acceptance

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Nil.....	1	18	11	10	5	1	—	5	2	53
1 to 4 Years.....	4	29	4	26	17	15	3	19	1	118
5 to 8 Years.....	34	184	19	76	62	132	16	62	18	603
9 to 12 Years.....	23	151	14	69	64	156	15	25	19	536
Junior Matriculation.....	6	33	2	14	11	30	2	8	2	108
Senior Matriculation.....	—	6	—	6	—	5	1	2	1	21
University.....	1	7	—	5	3	6	—	1	—	23

TABLE 4—Comparisons of Occupations BEFORE and AFTER Rehabilitation

Principal Previous Occupation

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Professional and Managerial.....	4	10	—	10	2	11	—	1	1	39
Sales and Clerical.....	6	41	2	31	16	57	6	10	2	171
Service Occupations.....	15	71	4	43	18	59	6	23	10	249
Agriculture, Fishery, Forestry, Etc.....	12	48	3	16	17	24	4	13	4	141
Skilled Occupations.....	7	23	—	19	22	31	8	8	11	129
Semi-Skilled Occupations..	5	34	5	29	19	49	4	8	3	156
Unskilled Occupations.....	10	62	7	35	27	44	4	24	2	215
No previous occupation....	10	139	29	23	41	70	5	35	10	362

Occupations After Rehabilitation

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Professional and Managerial.....	4	64	2	11	7	27	4	1	3	123
Sales and Clerical.....	16	119	12	16	39	147	10	21	6	386
Service Occupations.....	19	103	15	8	39	83	15	35	14	331
Agriculture, Fishery Forestry, Etc.....	7	25	5	9	11	18	—	4	—	79
Skilled Occupations.....	5	43	4	10	26	34	3	16	13	154
Semi-Skilled Occupations..	8	35	10	12	12	22	3	26	3	131
Unskilled Occupations.....	1	22	2	29	12	9	1	17	1	94

TABLE 5—Status After Rehabilitation

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Regular Employment.....	52	369	49	63	123	327	35	88	39	1145
Self-Employment.....	7	31	1	3	12	11	1	3	1	70
Sheltered Employment.....	—	8	—	7	5	2	—	26	—	48
Home-Bound Employment	1	3	—	22	6	—	—	3	—	35
Self-Care.....	9	17	—	111	16	5	1	2	3	164

TABLE 6—Financial Status at Acceptance
(Source of Support)

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Dependent on Public Assistance.....	23	105	4	122	51	170	12	27	12	526
Dependent on Relatives....	20	219	36	44	78	119	13	70	12	611
Earning under \$500 p.a.....	—	11	—	—	—	8	2	6	—	27
Earning \$500 to \$1000 p.a.	11	48	7	18	15	29	7	12	3	150
Earning \$1001 to \$2000 p.a.	7	29	3	13	15	17	3	7	13	107
Earning Over 2000 p.a.....	8	16	—	9	3	2	—	—	3	41

TABLE 7—Annual Earnings After Rehabilitation

DISABILITY GROUPS	Amputations	NMS	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Under \$500.....	—	9	2	14	7	—	—	28	—	60
\$500 to \$1000.....	5	53	3	28	21	15	8	11	5	149
\$1001 to \$2000.....	16	106	22	22	38	107	6	43	9	369
Over \$2000.....	39	243	23	31	80	218	22	38	26	720

Women's Bureau

The Women's Bureau was established in 1954 to bring about a wider understanding of the role and contribution of women in the labour force, to encourage general competence and occupational skills among women workers looking to the advancement of their opportunities in employment, and to promote working conditions conducive to human well-being and efficient production. The activities of the Branch include: examination of existing data and studies concerning women workers and stimulation of additional research by the Department and other appropriate research agencies; assembling information relating to women's employment and making it available in such a way as to foster an interchange of information regarding women's work between the Department and other public and private agencies, including women's groups and employer and labour organizations; advising the Department on programs affecting women workers and being available for consultation with other federal departments and provincial government agencies, as requested.

The past year saw the completion of three research projects that contribute significantly to available information regarding the participation and status of women in the labour force. The Women's Bureau is indebted to the Economics and Research Branch for the background research and writing of two of these: a revision of the fact book on the female labour force, *Women at Work in Canada*, and an analysis of the work histories of the women interviewed in the recent survey of married women in gainful employment. The two branches joined in publishing these pamphlets, the latter under the title *Occupational Histories of Married Women Working for Pay in Eight Canadian Cities*. The third, a booklet entitled *Equal Pay for Equal Work*, prepared and published by the Women's Bureau, traces the growth of the idea of equal pay for equal work in this country, outlines the terms of the federal and provincial equal pay laws, explains the position of the labour movement on the issue and briefly describes the trend of international action.

Vocational Guidance for Girls and Women

The occupational outlook for women in both traditional fields of women's work and those usually staffed by men was the subject of a mounting number of enquiries during the past year. Requests came from individual girls and women, from teachers and from interested agencies and organizations. The majority had to do with occupational information, but considerable interest was shown

also in such widely varied problems as those presented by the girl who leaves school without having completed a particular course of instruction, the girl who is interested in an unusual occupation who needs help in facing the obstacles she is likely to encounter, and the mature woman who wishes to return to work. The Women's Bureau has had under continuing study the types of material most helpful in these various situations. During the year a study was initiated of the experience of women who have taken social work training after the age of thirty.

Handicapped women

In the planning of a study of vocational rehabilitation services available to handicapped women, the Women's Bureau received valuable assistance from the Civilian Rehabilitation Branch. The Departments of Veterans Affairs, Northern Affairs and National Resources and Citizenship and Immigration have contributed material on federal services for the handicapped and the various provincial workmen's compensation boards provided information on services available to women disabled as a result of accidents at work. The production of a pamphlet on the subject has high priority in the plans of the Bureau.

Continuing Information Services

Early in the year a new publicity folder on the aims and programme of the Women's Bureau was published. Articles on women and their work were prepared for *The Labour Gazette* and in response to requests from newspapers and other periodicals. The Bureau also supplied background data for numerous articles and broadcasts on women's work and dealt with a growing number of individual requests regarding economic opportunities for women, their education and training, questions about pensions and retirement allowances for women workers, their wage rates and laws and conditions of work governing their employment. The Director participated in several local and national radio broadcasts on women's work.

Directory of National Women's Organizations

In the autumn of 1959, the Women's Bureau issued a directory of the national women's organizations in Canada based on the roster which had been kept for several years. The directory gives for each organization the address for correspondence, the names of the officers, a statement of its purposes and the current emphases in its programme. The information will be kept up to date and will be at the disposal of all holders of the directory.

Homemaker Services

With technical assistance from the Economics and Research Branch, the Women's Bureau participated in a survey, under the auspices of the National Committee on Homemaker Services, of the working conditions of women employed as homemakers in the more than 40 such services which exist in local communities

in Canada. The introduction of hospital insurance, increasing the pressure on hospital services, has lent fresh urgency to the recruitment and training of homemakers and the setting up of working standards for the occupation. Homemakers are needed in the home care of chronic or convalescent patients in order to release hospital beds for the acutely ill. There are employment opportunities for homemakers also in providing services for old people who otherwise could not remain in their own homes. This whole subject is of special interest to the Women's Bureau because the occupation is a promising one for suitably qualified mature women who want or need to find a new place in the labour force.

Community Contacts

In June, 1959, the Director reported to the Annual Meeting of the National Council of Women on studies of the training needs of mature women wishing to enter the labour force which had been carried out by local councils working in cooperation with the Bureau. She also kept a number of local speaking engagements, including consultations with individuals and groups concerned with trends and issues in women's work and took part in a conference of the Federation of Women Teachers' Associations of Ontario, held in February, 1960.

CLC Summer School

In July, 1959, the Assistant to the Director of the Women's Bureau visited a summer school of the Canadian Labour Congress which for the first time included a course on women's participation in trade union activities. She described the purpose and programme of the Bureau and discussed with the group such questions as minimum wage laws, equal pay and other subjects bearing upon the employment of women.

Committee Work

At a meeting of the Canadian Vocational Training Advisory Council in May, 1959, the Director of the Women's Bureau presented a paper on needed developments in vocational counselling services in Canada. The Bureau continued to participate in the work of the Interdepartmental Committee on the Problems of the Older Worker and of the Committee on Skilled Manpower Training Needs.

United Nations Commission on the Status of Women

Again, as in the past two years, at the request of the Department of External Affairs, the Women's Bureau prepared the background material for Canada's participation as one of the 18 members of the United Nations Commission on the Status of Women, a functional commission of the Economic and Social Council. Then during the three weeks of the fourteenth session of the Commission held in Buenos Aires, the Director was adviser to the delegate of Canada. In addition to political, social and educational questions relating to the status of women, the agenda of the Commission included several items related to their economic position: equal pay for equal work, women in public services and functions, tax legislation applicable to women, vocational guidance and training for girls and women and retirement age and pensions.

Canadian Vocational Training

The function of the Canadian Vocational Training Branch is to administer the provisions of the Vocational Training Co-ordination Act (R.S.C. 1952, C. 286 as amended by S.C. 1953-54, C. 45). It co-operates with provincial government departments, employers' organizations, organized labour and federal government departments and agencies, including crown companies and the armed forces in the promotion, organization and development of all types of publicly financed training programs deemed necessary to fit persons for employment or to upgrade workers in their present occupations.

During the year there were several developments of special interest in the federal-provincial training field. All provinces except Quebec were participants under the Vocational and Technical Training Agreement No. 2 and the Special Vocational Training Projects Agreement. All but Quebec and Prince Edward Island had programs eligible for assistance under the Apprenticeship Training Agreement. Students in all Canadian provinces and territories had equal access to provincially prepared correspondence courses. The Province of Quebec, though very active in the vocational training field and most co-operative in relations with the Federal Training Branch, was not a party to any of the vocational training agreements under the Act.

This year the emphasis in activity under the Vocational and Technical Training Agreement No. 2 shifted from planning of training facilities to the actual construction of buildings and installation of equipment. During the first two years the Agreement was in effect, the provinces (other than Quebec) claimed approximately 19 per cent of their allotments from the Federal Government for capital expenditures. Now, a year later, they have claimed about 37 per cent. The proportion of the allotments definitely earmarked for projects fully planned by the provinces and approved under the Agreement has now reached 76 per cent. Five provinces have under way approved projects that will require the full amount of their allotments.

A new Special Vocational Training Projects Agreement, incorporating the Vocational Correspondence Courses Agreement and permitting continuation of projects formerly carried on under this and the former Vocational Training Agreement, became effective this year.

The number of unemployed workers given training in specially organized classes increased by approximately 30 per cent. Contributing to this increase was a change in the Unemployment Insurance Regulations permitting referral to training of those unemployed workers who were capable of profiting by training for better jobs, although opportunities for re-employment at their former level of skill or proficiency might be available.

The Vocational Training Co-ordination Act

The Act authorizes the Minister of Labour to undertake vocational training projects for: the defence of Canada; the rehabilitation of war veterans; the re-employment of unemployed persons; the development of natural resources; and for any other purpose in the national interest which is within the legislative authority of Parliament.

The Minister is also authorized to undertake and direct research pertaining to vocational training and to disseminate information about such training.

It is further provided that the Minister may enter into an agreement with any province, for any period, to provide financial assistance for any project undertaken in the province for: any of the foregoing purposes; continuing projects previously authorized under the Youth Training Act; training apprentices and supervisors in industry; providing vocational training for disabled civilians;

developing skilled workers in agriculture, forestry, mining, fishing and other basic industries; and providing vocational courses in publicly operated schools of less than university grade.

Education, in so far as governments are concerned, is a provincial responsibility and, since vocational training is generally regarded as an integral part of the established educational system in each province, the federal Department of Labour has refrained from operating its own training programs and has relied on the provinces to provide suitable training for all purposes as set forth in the Act.

The full costs of projects undertaken for the Federal Government are refunded to the provinces. Up to one half of the costs of other approved projects is refunded to provincial governments, subject to the limitation of funds voted by Parliament for such purpose.

Agreements Under the Act

The conditions and regulations governing federal financial assistance to these various types of training are set forth in three federal-provincial agreements:

- The Vocational and Technical Training Agreement No. 2;
- The Special Vocational Training Projects Agreement;
- The Apprenticeship Training Agreement.

Two provinces, Alberta and British Columbia, requested the Branch to provide one of its staff members to direct surveys in provincial trade and technical training needs to help them in the future development of their programs.

A survey of training facilities in the federal government service was completed during the year. This was another of the group of surveys undertaken by the Branch under the Research Program on the Training of Skilled Manpower.

The Ontario Teacher's College repeated its summer school for instructors. This program was financed wholly by the Federal Government. The large number of applications from the provinces to enrol teachers in these classes provides strong testimony for the effectiveness of this yearly program in improving the quality of teaching in apprenticeship classes across Canada.

Vocational and Technical Training Agreement No. 2

During the year, the provinces claimed \$5,139,481.21 of federal assistance under the Vocational and Technical Training Agreement No. 2 (Tables 1 and 2).

This Agreement provides for the expenditure, over the five-year period that began April 1, 1957, of \$40,000,000 of federal government assistance to the provinces in the building, equipping and operating of vocational and technical schools, institutes and training centres. Of this amount, \$25,000,000 is provided exclusively for assistance on capital projects, with preference being given to trade

and technical institutes though approved vocational high schools are also eligible to share. This capital appropriation is allotted to the provinces on the basis of population in the 15-19 age group. The remaining \$15,000,000 is distributed by way of annual allotments to the provinces for sharing in operating costs of similar institutes and schools or a province may claim as much as half of its annual allotment against capital costs of such institutions.

The Agreement provides for annual allotments totalling \$2,500,000 in each of the first two years of operation, \$3,000,000 in the third year, and \$3,500,000 in both the fourth and the fifth years. The annual allotments consist of initial allotments of \$30,000 to each province and \$20,000 to each of the Northwest Territories and the Yukon, the remainder being allotted on the basis of the population in the 15-19 age group.

Special Vocational Training Projects Agreement

The Special Vocational Training Projects Agreement, valid for the period April 1, 1959 to March 31, 1964, authorizes the Federal Government to share equally with the provincial governments, subject to the limit of funds voted annually by Parliament, the costs of certain vocational training projects or programs undertaken under the Agreement. It also authorizes payment of the full cost to the provinces of training armed service tradesmen and classes of federal employees for whom such training is arranged. The various programs authorized under the Special Vocational Training Projects Agreement are described below.

Training of Unemployed Persons

Schedule "M" (Tables 3 and 4)—During the year, training was provided for 4,638 unemployed persons (2,377 men and 2,261 women) who were registered with the National Employment Service as unemployed. These men and women were selected jointly by provincial officials and the National Employment Service and given short, intensive courses of training for occupations which offered a reasonable opportunity of regular employment.

The costs of this training were shared equally by the federal and provincial governments. During the year, federal assistance to the program was \$545,450.91. All provinces participated except Newfoundland, Prince Edward Island and Quebec.

The number of unemployed workers enrolled in the program has increased rapidly over the past few years; this year's figure is approximately double that for the year 1956-57.

There has been a growing demand for this program because of the decrease in demand for unskilled workers and the consequent difficulty encountered by untrained and inexperienced persons in securing employment. Lack of facilities to meet the total need for training still restricts the program but, as additional facilities are provided by the provincial governments, the program will continue to expand and be better able to meet the needs of the unemployed.

Training of Disabled Persons

Schedule "R" (Tables 5 and 6)—During the year 1,344 disabled persons received training under this program, which provides for the vocational training of physically handicapped persons with continuing disabilities who require training or retraining to fit them for gainful employment. Such disabled persons are selected by special committees representing provincial and federal governments, and the costs are shared equally between the Federal Government and the province concerned. Federal expenditures on the program were \$283,286.45.

Training may be provided in regular provincial or municipal schools, in special schools established by the provinces for physically handicapped persons, in private trade schools, or by on-the-job training.

Schedule "R" forms a very important and necessary link in the chain of activities making up the complete rehabilitation program for physically handicapped persons, which includes medical assessment, medical treatment, vocational assessment, vocational training when deemed necessary, and job placement.

It was agreed among the departments and agencies interested in this program that there was a growing need for more and better assessment of the aptitudes, interests, and abilities of the selected students. Consequently provision was made in the schedule for federal sharing of the cost of vocational assessment in preparation for training.

In some of the new provincial trade schools special provisions have been made for the convenience of physically handicapped students, such as ramps, elevators, and other construction features to provide easy access to any part of the building.

This is the only program providing for university training under the federal-provincial Special Vocational Training Projects Agreement other than Student Aid. Several disabled persons are studying engineering, education, pharmacy, architecture, and journalism.

Training in Primary Industries and in Homemaking

Schedule "P" (Tables 7 and 8)—Total enrolment under this program was 4,461 during the year. Training was provided by way of short courses varying from a few days to several months in a great variety of occupations in agriculture, homemaking, forestry, fishing, and a limited number of other industrial occupations. For the most part, the programs carried on under this schedule were a continuation of courses formerly operated under Schedule "O" of the Vocational Training Agreement. Federal contributions for the year were \$117,590.24.

In recent years, the greatest expansion has been in the fisheries courses offered in Newfoundland, Nova Scotia and British Columbia.

Student Aid

Schedule "H" (Tables 9 and 10)—During the year, 4,033 university students and nurses-in-training were awarded outright grants, loans or a combination of both under Schedule "H". Since the inception of the program in 1939, 51,673 awards to students have been given.

Selection of candidates for this assistance is made by committees in each province and is on the basis of scholastic ability and financial need. Aid is given to university students in degree-granting courses other than theology, and to nurses-in-training in approved courses for professional nurses. The maximum that may be granted to any university student in one year is \$1,000; for nurses-in-training the maximum annual grant is \$200 per trainee. Due partly to the increasing numbers of candidates for aid and to the fact that for the past six years the amount of federal funds available for this program has been fixed, amounts allowed to individual students have been considerably less than the maximum amounts authorized.

Supervisory Training

Schedule "Q"—During the year, 1,600 persons received training under this program, which has been available since the wartime years to provide, for foremen and supervisors in industrial and commercial establishments, training in job instruction, job relations, job methods and job safety. Federally assisted programs were conducted in British Columbia, where activity expanded recently, and in Alberta and Ontario. Quebec continued its program without assistance. Federal Government expenditures for the year were \$8,524.75.

Vocational Correspondence Courses

Schedule "C"—More than 100 vocational correspondence courses, prepared by various provincial governments, were made available across Canada during the year. Enrolments in these courses remained in the neighbourhood of 7,000.

This schedule enables the Federal Government to share with the provinces in the cost of preparing and revising vocational correspondence courses recommended by an interprovincial committee, provided that such courses are made available to all residents of Canada at the same fee as is charged in the author province.

A new bulletin or catalogue listing and describing vocational correspondence courses available was widely distributed to educational institutions and interested individuals this year.

Training for the Armed Forces

Schedule "K" (Table 11)—During the year 142 members of the armed forces received training in electronics and in electrical and vehicle mechanics. The full cost of this program is borne by the Federal Government. The training, which supplements that available in service institutions, is provided in provincial schools and institutes.

In addition to this program, the Branch arranges with the provinces to engage teachers to give instruction at schools operated by the armed forces. In all, 118 full-time and one part-time civilian teachers were employed in seven army and four air force vocational and trade training centres. In addition ten part-time teachers were employed in air force reserve units. These civilian teaching staffs

have been recruited and maintained through provincial co-operation. Provincial authorities select, hire and pay the teachers, and are reimbursed by the Department of Labour from funds provided by the Department of National Defence.

Training for Other Government Departments

Schedule "G"—In several recent years special training courses for Federal Government employees have been operated by provincial government agencies. These courses were undertaken by arrangement through the Training Branch and costs were refunded by the Federal Government. No such courses were given during the year.

Apprenticeship Training Agreement

Under the Apprenticeship Training Agreement the Federal Government since 1944 has shared equally with provincial governments in the costs of training programs for apprentices. During the year, the number of apprentices registered with the Departments of Labour of those provinces that have programs under the Apprenticeship Training Agreement increased by almost 1,400, until at the year's end there was a total registration of 19,962 apprentices in more than 50 trades. Federal expenditure for the year on this Agreement was \$1,790,496.80 (see Tables 12, 13 and 14).

More than 80 per cent of all registered apprentices attended either full-time or part-time classes during the year; half of these attended full-time classes. There was a more rapid growth in full-time classes than in part-time or evening classes.

Although the purpose of the Agreement is to encourage and assist the development of organized training for apprentices in all skilled trades, the construction industry and service trades, e.g., automobile repairs, have taken the greatest advantage of the program.

Some manufacturing industries having apprenticeship plans operate their own programs, utilizing the facilities of local vocational high schools rather than the provincial apprenticeship classes. The Training Branch has consistently encouraged all types of apprentice training, whether within or beyond the coverage of the Agreement. A bulletin on apprenticeship in manufacturing industries, designed to encourage industry to increase training opportunities, was published in co-operation with the **Information Branch**.

During the year three new trade analyses were undertaken by the Branch, bringing the total of such analyses to 16. These new analyses were in the trades of cooking, tool-making, and radio and television services. Following recommendations by the Apprenticeship Training Advisory Committee, plans were completed for interprovincial examinations to be prepared for use in sheet metal by Manitoba, and in carpentry by Nova Scotia. At present interprovincial examinations are being used by all participating provinces in motor vehicle repair, electrical construction and plumbing. These projects of trade analyses and interprovincial examinations

are helping to achieve the objective of uniformity in apprenticeship training established by the Vocational Training Advisory Council some time ago. Progress has also been made in the development of uniform information sheets undertaken by the Master Plumbers Association.

Advisory Bodies

In administering the Vocational Training Co-ordination Act the Minister has the advice of the Vocational Training Advisory Council, which met twice during the year. This body consists of a chairman and 20 members appointed by Order-in-Council to represent employers, employees, educators, agriculture, veterans and women's organizations.

The Apprenticeship Training Advisory Committee, composed of a chairman and 11 members representing the provinces, employers and organized labour, met in January 1960.

A third advisory body convened under federal auspices, the Interprovincial Vocational Correspondence Courses Committee, is made up of provincial representatives specializing in vocational correspondence courses. It advises on the preparation and revision of courses and other related matters. The Committee was not called upon to meet this year.

**TABLE 1—Vocational and Technical Training Agreement No. 2
Special Allotment for Capital Expenditures**

Province	Federal Allotment April 1/57 to March 31/62	Claims Paid in 1959-60 to April 30, 1960		
		For Previous Year	For 1959-1960	Total Payments
	\$	\$	\$	\$
Newfoundland.....	767,000
Prince Edward Island.....	176,100	88,332.79	88,332.79
Nova Scotia.....	1,211,600	282.25	404.25	686.50
New Brunswick.....	1,012,000	72,871.09	72,871.09
Quebec.....	7,963,600
Ontario.....	7,460,400	1,530,145.49	1,530,145.49
Manitoba.....	1,299,700	30,985.46	30,985.46
Saskatchewan.....	1,470,300	800,845.81	800,845.81
Alberta.....	1,731,100	8,637.94	3,980.33	12,618.27
British Columbia.....	1,859,100	553,493.42	553,493.42
Northwest Territories.....	35,600
Yukon Territory.....	13,500
Totals.....	25,000,000	8,920.19	3,081,058.64	3,089,978.83

**TABLE 2—Vocational and Technical Training Agreement No. 2
Annual Allotments**

Province	Federal Allotment 1959-60	Claims Paid in 1959-60 to April 30, 1960		
		For Previous Year	For 1959-60	Total Payments
	\$	\$	\$	\$
Newfoundland.....	111,600	88,528.43	88,528.43
Prince Edward Island.....	48,800	35,223.92	35,223.92
Nova Scotia.....	158,900	158,444.61	158,444.61
New Brunswick.....	137,700	137,700.00	137,700.00
Quebec.....	877,300
Ontario.....	823,800	807,324.00	807,324.00
Manitoba.....	168,300	168,300.00	168,300.00
Saskatchewan.....	186,400	197,030.68	197,030.68
Alberta.....	214,200	211,031.00	211,031.00
British Columbia.....	227,800	227,800.00	227,800.00
Northwest Territories.....	23,800	15,429.86	15,429.86
Yukon Territory.....	21,400	2,689.88	2,689.88
Totals.....	3,000,000	2,689.88	2,046,812.50	2,049,502.38*

* Note: Total payments shown in Column 4 do not include sales tax amounting to \$1,608.05.

TABLE 3—Training of Unemployed—Allotments and Payments
Schedule "M"

Province	Federal Allotment	Claims Paid in 1959-60 to April 30, 1960		
		For Previous Year	For 1959-60	Total Payments
	\$	\$	\$	\$
Nova Scotia.....	159,470	696.84	141,159.62	141,856.46
New Brunswick.....	35,000	30,824.26	30,824.26
Ontario.....	12,500	9,025.82	9,025.82
Manitoba.....	88,780	88,775.25	88,775.25
Saskatchewan.....	54,000	53,420.51	53,420.51
Alberta.....	112,500	104,077.48	104,077.48
British Columbia.....	127,000	117,096.70	117,096.70
Northwest Territories.....	1,500	374.43	374.43
Totals.....	590,750	696.84	544,754.07	545,450.91*

* Note: Total payments shown in Column 4 do not include sales tax amounting to \$4,120.82.

TABLE 4—Training and Unemployed—Enrolments
Schedule "M"

Province	Full-time				Part-time		Total Enrolment	Days' Training
	In training March 31, 1959		April 1, 1959 to March 31, 1960		April 1, 1959 to March 31, 1960			
	Men	Women	Men	Women	Men	Women		
Nova Scotia.....	102	64	247	78	491	37,571
New Brunswick.....	8	107	16	396	527	39,528
Ontario.....	3	58	4	65	1,504
Manitoba.....	226	102	467	204	999	69,474
Saskatchewan.....	88	67	228	120	503	21,217
Alberta.....	25	191	39	329	528	37	1,149	50,713
British Columbia.....	153	177	192	382	904	95,777
Totals.....	602	711	1,247	1,513	528	37	4,638	315,784

TABLE 5—Training for Disabled Persons—Allotments and Payments
Schedule "R"

Province	Claims Paid in 1959-60 to April 30, 1960			
	Federal Allotment	For Previous Year	For 1959-60	Total Payments
	\$	\$	\$	\$
Newfoundland.....	12,500	12,500.00	12,500.00
Prince Edward Island.....	3,000	1,744.32	1,744.32
Nova Scotia.....	39,500	702.29	34,371.72	35,074.01
New Brunswick.....	46,000	43,443.63	43,443.63
Ontario.....	112,400	112,352.69	112,352.69
Manitoba.....	29,000	27,945.03	27,945.03
Saskatchewan.....	24,000	22,527.26	22,527.26
Alberta.....	18,400	15,709.51	15,709.51
British Columbia.....	16,000	11,990.00	11,990.00
Totals.....	300,800	702.29	282,584.16	283,286.45*

* Note: Total payments shown in Column 4 do not include sales tax amounting to \$907.92.

TABLE 6—Training for Disabled Persons—Enrolments

Schedule "R"

Province	In Training March 31, 1959		April 1, 1959 to March 31, 1960		Total Enrolment	Days' Training
	Men	Women	Men	Women		
Newfoundland.....	44	6	51	7	108	8,003
Prince Edward Island.....	7	3	2	1	13	1,146
Nova Scotia.....	35	14	55	20	124	10,524
New Brunswick.....	45	29	65	31	170	12,105
Ontario.....	135	94	213	136	578
Manitoba.....	20	3	75	28	126	8,283
Saskatchewan.....	23	7	35	15	80
Alberta.....	17	11	23	24	75	5,361
British Columbia.....	10	9	36	15	70	8,003
Totals.....	336	176	555	277	1,344	53,425

TABLE 7—Training in Primary Industries and in Homemaking—Allotments and Payments

Schedule "P"

Province	Federal Allotment	Claims paid in 1959-60 to April 30, 1960		
		For Previous Year	For 1959-60	Total Payments
	\$	\$	\$	\$
Newfoundland.....	21,000	19,872.76	19,872.76
Prince Edward Island.....	2,400	2,394.29	2,394.29
Nova Scotia.....	26,700	2,211.67	24,204.42	26,416.09
New Brunswick.....	29,300	28,882.25	28,882.25
Manitoba.....	7,500	6,726.60	6,726.60
Saskatchewan.....	19,000	16,834.96	16,834.96
Alberta.....	12,200	10,627.39	10,627.39
British Columbia.....	6,000	5,835.90	5,835.90
Totals.....	124,100	2,211.67	115,378.57	117,590.24*

* Note: Total payments shown in Column 4 do not include sales tax amounting to \$924.30.

TABLE 8—Training in Primary Industries and in Homemaking—Enrolments
Schedule "P"

Province	Full-time				Part-time		Total Enrol- ment	Days' Training
	In Training March 31, 1959		April 1, 1959 to March 31, 1960		April 1, 1959 to March 31, 1960			
			Men	Women	Men	Women		
Newfoundland.....	27	—	422	—	—	—	449	6,124
Prince Edward Island..	—	—	49	12	—	—	61	1,384
Nova Scotia.....	67	—	377	—	—	—	444	7,509
New Brunswick.....	105	53	158	60	—	—	376	23,595
Manitoba.....	—	—	602	199	227	—	1,028	5,204
Saskatchewan.....	—	—	700	485	—	—	1,185	9,862
Alberta.....	—	—	780	—	—	—	780	5,168
British Columbia.....	12	12	114	—	—	—	138	3,245
Totals.....	211	65	3,202	756	227	—	4,461	62,091

* Note: Total payments shown in Column 4 do not include sales tax amounting to \$11,954.57.

* Note: Total payments shown in Column 4 do not include sales tax amounting to \$1,669.76.

TABLE 9—Student Aid—Allotments and Payments

Schedule "H"

Province	Federal Allotment	Claims Paid in 1959-60 to April 30, 1960		
		For Previous Year	For 1959-60	Total Payments
	\$	\$	\$	\$
Newfoundland.....	8,000	8,000.00	8,000.00
Prince Edward Island.....	5,500	5,500.00	5,500.00
Nova Scotia.....	10,000	9,970.00	9,970.00
New Brunswick.....	15,000	15,000.00	15,000.00
Ontario.....	100,000	100,000.00	100,000.00
Manitoba.....	7,500	7,400.00	7,400.00
Saskatchewan.....	30,000	29,975.00	29,975.00
Alberta.....	10,000	10,000.00	10,000.00
British Columbia.....	30,000	30,000.00	30,000.00
Northwest Territories.....	3,000
Yukon Territory.....	600
Totals.....	219,600	215,845.00	215,845.00

TABLE 10—Student Aid Enrolments

Schedule "H"

Province	Medicine	Veterinary Medicine	Dentistry	Pharmacy	Applied Science Engineering and Science	Arts Science	Arts	Architecture	Agriculture	Teacher Education	Commerce Business Administration	Law	Economics	Forestry	Miscellaneous		University Students	Nurses in Training	Total
Nfld.....	17	—	—	—	—	—	—	—	—	48	—	—	—	—	—	—	19	—	48
P.E.I.....	6	2	—	1	31	—	22	—	—	—	3	—	1	—	1	—	70	10	80
N.S.....	15	3	2	—	30	—	9	—	1	—	3	5	2	1	—	—	46	13	59
N.B.....	—	—	—	—	63	—	31	—	3	5	14	8	—	—	12	—	151	13	164
Ont.....	263	33	50	29	681	388	923	23	78	41	22	45	2	7	100	2,020	665	—	2,685
Man.....	1	—	—	—	10	—	14	—	1	2	2	5	3	—	—	24	14	34	72
Sask.....	3	—	—	1	35	—	42	—	2	15	6	—	7	—	9	75	45	32	152
Alta.....	—	—	1	4	21	39	—	—	4	14	5	1	1	—	1	64	27	30	121
B.C.....	52	5	30	9	64	190	—	1	10	204	19	30	7	13	1	416	219	17	652
Totals.....	357	43	91	44	935	617	1,041	26	101	329	74	95	22	21	124	2,895	1,025	113	4,033

TABLE 11—Training for the Armed Forces

Schedule "K"

Province	Federal Allotment	Claims Paid—1959-60 to April 30, 1960				Enrolments			
		For Previous Year	For 1959-60	Total Payments	In Training March 31/59	April 1/59 To March 31/60	Total Enrolment	Hours' Training	
Manitoba.....	\$ 1,050	\$ —	\$ 1,045.07	\$ 1,045.07	12	—	12	1,992	
Alberta.....	29,200	—	28,979.58	28,979.58	39	79	118	40,869	
Totals.....	30,250	—	30,024.65	30,024.65*	51	79	130	42,861	

* Note: Total payments shown in Column 4 do not include sales tax amounting to \$1,669.76.

TABLE 12—Apprentice Training—Allotments and Payments

Province	Claims Paid in 1959-60 to April 30, 1960		
	Federal Allotment	For Previous Year	For 1959-60
	\$	\$	\$
Newfoundland.....	65,000	64,241.14
Nova Scotia.....	96,000	843.55	88,895.69
New Brunswick.....	94,800	94,253.92
Ontario.....	515,000	498,686.83
Manitoba.....	90,000	88,491.22
Saskatchewan.....	163,500	142,642.32
Alberta.....	487,600	471,096.55
British Columbia.....	350,000	341,924.79
Northwest Territories.....	1,500	264.34
Totals.....	1,863,400	843.55	1,789,653.25

* Note: Total payments shown in Column 4 do not include sales tax amounting to \$11,954.57.

TABLE 13—Apprentice Training—Class Enrolments

Province	Full-time Classes										Hours' Training Part-time Classes	Days' Training Full-time Classes		
	Part-time Classes			Pre-apprenticeship			Post-employment			Correspondence Courses				
	In Training Mar. 31/59	Apr. 1/59 to Mar. 31/60		In Training Mar. 31/59	Apr. 1/59 to Mar. 31/60		In Training Mar. 31/59	Apr. 1/59 to Mar. 31/60		In Training Mar. 31/59			Apr. 1/59 to Mar. 31/60	
		Mar. 31/59	Mar. 31/60		Mar. 31/59	Mar. 31/60		Mar. 31/59	Mar. 31/60				Mar. 31/59	Mar. 31/60
Newfoundland.....	353	496	—	—	70	115	239	146	65	27,929	1,484	9,517		
Nova Scotia.....	244	238	—	—	88	125	231	15	8	44,529	1,949	18,753		
New Brunswick.....	443	779	36	84	64	14	84	29	49	41,271	1,498	10,139		
Ontario.....	—	—	—	—	—	703	2,206	—	—	—	2,909	129,170		
Manitoba.....	20	143	14	91	91	142	805	—	—	7,659	1,215	26,908		
Saskatchewan.....	—	—	224	128	128	717	717	—	—	—	1,069	33,864		
Alberta.....	—	—	—	—	—	661	3,534	—	—	—	4,195	104,066		
British Columbia.....	2,644	2,685	227	221	221	—	485	7	—	154,940	6,269	48,920		
Totals.....	3,704	4,341	501	662	662	1,760	8,301	197	122	276,328	19,588	381,337		

9,517
18,753
10,139
129,170
26,908
33,864
104,066
48,920
381,337

**TABLE 14—Apprentices Registered with Provincial Departments of Labour
as of March 31, 1960**

	Nfld.	N.S.	N.B.	Ont.	Man.	Sask.	Alta.	B.C.	Totals
Aeronautical Mechanics.....		37							37
Auto-Body and Fender Repair Men.....	69	66	68		73	40	313		629
Barbers.....				38		53		47	138
Blacksmiths.....	1			1	1				3
Boiler Shop Workers.....		7		2				24	33
Boat Builders.....								45	45
Bricklayers.....	6	24	14	125	98	41	56	19	383
Cabinet Makers.....			1	3					4
Carpenters.....	115	110	102	350	159	251	291	313	1,691
Coppersmiths.....									
Draftsmen.....	1	2	4	43					50
Electrical Construction Workers.....	138	119	164	1,047	296	210	716	313	3,003
Electrical Maintenance Men.....	2	45	35	154	11				247
Glass Workers.....								14	14
Hairdressers.....				362		76		60	498
Instrument Makers.....	2			38					40
Jewellery and Watch Repair Men.....								7	7
Lathers.....				45	14		6		65
Linemen.....			66						66
Machinists.....	22	63	29	123			69	197	503
Heavy Duty Mechanic.....							86		86
Diesel Elect. Eng.....	16								16
Millworkers (Factory Woodworkers).....			3	6	22				31
Millwrights.....	17		26	29			8	32	112
Motor Vehicle Repair Men.....	149	129	254	2,992	394	317	1,162	349	5,746
Moulders.....				7				15	22
Office Machine Mechanics.....								16	16
Painters and Decorators.....			1	64	91	3	84	34	277
Pattern Makers.....	1	1	1	4				8	15
Plasterers ²				113	53		77	58	301
Plumbers and Pipefitters.....	140	93	150	898	240	169	533	319	2,542
Printers.....			8	8				17	33
Radio (Maintenance and Repair Men).....						39	107		146
Refrigeration Workers.....				9	8		46	16	79
Sheet Metal Workers.....	3	3	29	472	91	155	279	154	1,186
Ship Fitters and Shipwrights.....		14							14
Sign Painters.....								8	8
Stationary Engineers.....	164	1	36	2					203
Steamfitters ³		26		362	80		219		687
Steel Fabrication Workers.....								63	63
Switchboard Operators.....			14						14
Tilesetters ⁴				1	21				22
Welders.....	4		54	8		66	671		803
Miscellaneous.....	10	1		12				13	36
Iron Workers.....				1				15	16
Cooks.....							28		28
Knitting Machine Adjusters.....				4					4
Totals.....	860	741	1,059	7,323	1,652	1,420	4,751	2,156	19,962

¹ Included with bricklayers in Saskatchewan.² Included with bricklayers in New Brunswick.³ Included with plumbers in British Columbia.⁴ Included with bricklayers in British Columbia.

International Labour Organization

The Department of Labour serves as the official link between the International Labour Organization and Canada. The ILO Branch co-ordinates all work relating to the ILO in Canada, within the Department and other federal government departments, particularly the Department of External Affairs, with the ten provincial governments, the major employer and worker organizations, and with the general public. The Branch arranges for Canadian delegations (government, employer and worker representatives) to international labour conferences and committee meetings. The Branch also takes the lead in preparing the briefing instructions for the government delegates to ILO meetings. After consultation with federal and provincial departments and agencies, and with the major employer and worker organizations, reports are prepared under the supervision of the Branch in reply to ILO inquiries on a wide variety of labour matters. In addition, annual and periodical reports are prepared relating to the application of ILO Conventions and Recommendations. These annual and periodical reports, in addition to ILO reports and studies on various labour problems of current international interest, are distributed to the provincial departments of labour and the major employer and worker organizations.

During the year the Branch completed arrangements for Canadian representation at the following ILO meetings (listed in chronological order): 7th session of the Coal Mines Committee; 142nd session of the Governing Body; 43rd session of the International Labour Conference; 6th session of the Building, Civil Engineering and Public Works Committee; 143rd session of the Governing Body; 5th session of the Advisory Committee on Salaried Employees and Professional Workers; 144th session of the Governing Body*.

Ratification of a recent Convention on the abolition of forced labour was completed in 1959. Canada has now ratified 19 ILO Conventions (of which 12 concern sailors and dockworkers) and is required to report annually to the ILO on their application.

Discussions at Conference

The 43rd session of the International Labour Conference was held in Geneva, Switzerland, June 3 to 25, 1959, and was attended by 900 delegates, advisers and observers from 75 member countries and 15 territories. Ministers of

* Detailed information on these meetings was carried in *The Labour Gazette*.

The ILO

Established in 1919, the International Labour Organization, with 80 member nations, is now a Specialized Agency of the United Nations. Tripartite delegations, consisting of government, employer and worker representatives, participate in ILO conferences and programs. The Governing Body is the executive council of the Organization. The yearly sessions of the International Labour Conference form a world assembly for discussion of labour and social problems, and Conference decisions are formulated in Conventions, Recommendations or Resolutions. There are also various regional conferences, industrial committees and other special meetings to consider the current problems of particular regions, industries and occupations. The International Labour Office comprises the secretariat which provides, on request, expert assistance and advice to member countries on manpower and technical assistance projects. The research facilities, labour library and wide range of pub-

lications of the Office are also available to member states.

Canada has participated in the work of the ILO since its establishment, and is one of the ten countries of chief industrial importance that are permanent members of the Governing Body. Canada sends tripartite delegations to the annual ILO Conference and to sessions of the industrial committees which convene periodically to discuss special problems in the following industries: building, civil engineering and public works; chemical industries; coal mines; inland transport; iron and steel; metal trades; petroleum; and textiles. In addition, there are Canadian members on numerous ILO advisory committees.

Canada aids the Technical Assistance Program of the ILO by providing experts in various types of industrial training for service in underdeveloped countries, and by arranging training courses in Canada for selected persons from such countries.

Labour of 41 countries were present. The Canadian government delegates were G. V. Haythorne, Assistant Deputy Minister of Labour, and Paul Goulet, Assistant to the Deputy Minister and Director of the ILO Branch; the Canadian employer delegate was W. A. Campbell, Vice-President and Secretary, Canadian Westinghouse Company, Hamilton, and the worker delegate was S. H. Knowles, Executive Vice-President, Canadian Labour Congress, Ottawa.

The 43rd session adopted four new international instruments: Conventions concerning minimum age of admission of fishermen to employment, medical examination of fishermen, and fishermen's articles of agreement; and a Recommendation providing for the organization of health services in places of employment. First discussions were held on an instrument for the protection of workers against ionizing radiations, and one concerning collaboration between public authorities and employers' and workers' organizations at the industrial and national levels. The Conference also held a general discussion on the problems of non-manual workers. Resolutions were adopted on a number of subjects of current interest, such as the problems of young workers, operational activities of the ILO, and development of ILO programs to aid the underdeveloped countries. A special sitting was held to celebrate the 40th anniversary of the ILO, which was founded in 1919 as part of the Peace Treaty of Versailles.

At this session the ILO's 1960 budget was approved, totalling about \$9 million. Canada's assessment, which was calculated at the rate of 3.51 per cent, amounted to a net contribution of \$316,037.

The Conference at an early sitting considered proposals submitted by the Governing Body designed to overcome difficulties in connection with the seating on technical committees of employer delegates from Eastern European communist countries. The Conference adopted these proposals which enable those wishing to participate in the work of a committee to be members, but the group as a whole

decides initially which of the members of the committee shall have the right to vote; appeals against the decision of the group can be made to an independent Appeals Board which has the authority to add not more than two delegates to the voting section of any one committee.

Varied Subjects

During the fiscal year, the Governing Body held three sessions, at which it discussed the agendas and conclusions of various ILO meetings, action to be taken on the resolutions and conclusions of such meetings, the reports received from member countries, financial and administrative questions, the world employment situation, expansion of the ILO's technical assistance program, and other related matters. Proposals were considered for the establishment of an International Occupational Safety and Health Information Centre (in co-operation with the International Social Security Association), an International Vocational Training Information and Research Centre (in co-operation with the Council of Europe), and an International Institute for Labour Studies. At the March 1960 session, the Governing Body approved with revisions, the draft 1961 budget estimates presented by the Director-General.

The 7th Session of the Coal Mines Committee studied principles and methods of wage determination and labour-management relations in the coal-mining industry. The 6th Session of the Building, Civil Engineering and Public Works Committee discussed the situation and prospects of young workers and the international migration of labour in the construction industry. The 5th Session of the Advisory Committee on Salaried Employees and Professional Workers considered the problems of women non-manual workers and the effects of mechanization and automation in offices. In addition each of these committees reviewed action taken on the conclusions of previous sessions and recent events and developments in the industries and occupations concerned.

Operational Program

While continuing to improve the International Labour Code, which now comprises 114 Conventions and 112 Recommendations adopted at ILO Conferences, the ILO during the year expanded its operational program, particularly for the benefit of the underdeveloped areas of the world. The three main accomplishments were the establishment of the ILO field office in Africa, the coming into force of the U.N. Special Fund for Technical Assistance to supplement the Expanded Program of Technical Assistance, and the increase in the ILO budget allocation for its Regular Technical Assistance Program.

In the manpower training field the ILO continued to play a leading part by publishing textbooks and manuals, conducting fact-finding surveys, arranging seminars, providing training fellowships, sending teams of experts to countries requesting aid in the manpower field, and collaborating with other international agencies in a number of projects designed to improve working and living standards among member nations.

During the year J. P. White, Director, Apprenticeship Board, Edmonton, Alberta, held the post of Expert in Trades and Training Specification for Skilled

Labour, Cairo, Egypt. Stanley A. Norton, H. B. Beal Technical & Commercial School, London, Ontario, served as Expert in Apprenticeship in India, for a year beginning July 1959, and Dr. Paul Casselman, Professional Manpower Division, Economics and Research Branch, Department of Labour, Ottawa, was appointed Expert in Manpower Planning for Economic Development, Lower Mekong Basin in Southeast Asia for six months beginning February 1960.

Administrative Services Branch

The Administrative Services Branch, through its several divisions, provides services to all branches of the Department. In carrying out its functions the Branch maintains close liaison with the Civil Service Commission, the Treasury Board and the Comptroller of the Treasury.

The Branch provides various office services to the different branches of the Department such as, accounting, personnel, equipment and supplies, mechanical tabulation, and allotment of premises. It also has responsibility for preparation of the estimates of financial needs of the Department, and, in consultation with branch directors it forecasts the need of each branch and presents them to the Deputy Minister.

Personnel Division

The Personnel Division maintains staff records and provides services to line officers which include the recruiting of new staff, the conducting of promotional competitions, reviews of establishments and the arranging of training programs for staff development.

In 1959-60 the establishment of the Department of Labour proper provided for 642 positions, one less than the previous year. Staff strength at March 31, 1960 was 603; some of the 39 vacant positions were unfilled due to curtailment of field activities of the Special Services Branch while other vacant positions were in the process of being filled.

Duplicating and Distribution of Publications Division

This division is responsible for the reproduction of documents and other material through the use of duplicating machines, and co-operates with the Queen's Printer in the distribution of the Department's publications. During the year arrangements were completed in accordance with a Treasury Board directive for transfer of the major portion of the duplicating function to the jurisdiction of the Queen's Printer with effect from April 1, 1960.

Library

During the year the Library increased its collection of books and pamphlets by 3,226 and 540 of these volumes were distributed for use in branch libraries. The total collection of books in the Library numbers about 119,000. The collection of microfilm now covers 293 titles. A list of 800 books and other material from the library collection on social science was prepared during the year for the Government of Pakistan.

The Library, set up originally for the use of departmental officials in 1900, has grown to be one of the most complete labour libraries in Canada, serving as a source of information and as a lending library for other departments as well as for employers, unions, students and the general public.

Mechanical Tabulation Division

This is a punch-card machine installation for processing and tabulating statistical and financial data required particularly by the Economics and Research Branch and the Annuities Branch. Additional equipment was installed in this unit during the year to provide for a generally increased work load, principally in respect of work for the Economics and Research Branch, which substantially increased the coverage of its Wages Survey and Working Conditions Survey. During the year this machine installation processed approximately 74 million punched cards, an increase of nine per cent over the preceding year.

Equipment and Supplies Division

This unit deals with the procurement, storage, inventory and supply of all stationery, office equipment and furniture used by the Department. The value of stationery and supplies on hand at March 31, 1960 was \$60,535. The division also supervises operations of the departmental mail room.

Records Division

The Records Division consists of one main registry and two sub-registries. It maintains files and records for all branches of the Department, except for the Annuities Branch, which has its own registry. The Division carries on a continuous file screenings process and during the year some 5,000 files were reviewed and approximately 3,800 were recommended for destruction. In addition about 89,000 dormant or semi-dormant files were transferred to the Public Records Centre at Tunney's Pasture for safekeeping in order to provide for expanding record space needs.

Accounts Division

The Accounts Division processes for cheque issue all departmental accounts payable, such as travel expense claims, and accounts for the supply of goods and services. It controls commitments against the various departmental appropriations through the release of financial encumbrances. During the past year some 5,000 requisitions for cheque issues totalling more than \$21 million were cleared through this unit. The Division maintains close liaison with the office of the Comptroller of the Treasury in all financial and accounting transactions. Statements showing the expenditures made during the fiscal year ending March 31, 1960 appear in a separate section of this report. (pages 10 and 11)

Stenographic Pool

This unit provides typing and stenographic services on demand for all branches of the Department. In addition to the day to day stenographic, dictaphone, and typing work, 2,800 stencils and duplimats were produced by the unit in the past year.

Unemployment Insurance Commission— National Employment Service

A close working relationship is maintained between the Unemployment Insurance Commission and the Department of Labour in the development of policies and programs particularly in the manpower field.

These programs, which are dealt with in other sections of the Annual Report, include seasonal and area unemployment, the older worker employment problem, industrial training, rehabilitation of the disabled, problems peculiar to women's employment, professional manpower, special employment problems of the primary industries, veterans' reinstatement in civil employment, employment on defence establishment, and manpower and social security research.

The Department is most appreciative of the close co-operation and assistance which the Commission, its officers and staff, have extended to the Department in these areas of common interest and endeavour.

Detailed information is published in the Annual Report of the Unemployment Insurance Commission.

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CANADA

DEPARTMENT OF

ANNUAL REPORT
for the fiscal year
ended March 31, 1961

LABOUR

Price: 25¢



CANADA

DEPARTMENT OF LABOUR

ANNUAL REPORT

for the fiscal year ended March 31

1961

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OTTAWA, 1961



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*To His Excellency,
Major General Georges P. Vanier, D.S.O., M.C., C.D.,
Governor General and Commander-in-Chief of Canada.*

MAY IT PLEASE YOUR EXCELLENCY:

The undersigned has the honour to forward to Your Excellency the accompanying Report of the Deputy Minister on the work of the Department of Labour for the fiscal year ended March 31, 1961, all of which is respectfully submitted.

MICHAEL STARR,
Minister of Labour.

REPORT OF THE DEPUTY MINISTER OF LABOUR
FOR THE FISCAL YEAR ENDED MARCH 31, 1961.

TO THE HONOURABLE MICHAEL STARR,
MINISTER OF LABOUR.

Sir,—I have the honour to submit a Report of
the work of the Department of Labour for the fiscal
year ended March 31, 1961.

I have the honour to be, Sir,

Your obedient servant,

GEORGE V. HAYTHORNE,
Deputy Minister of Labour.

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Introduction

During the year a considerable part of the work of the Department was devoted to continuing programs of particular importance—programs to stimulate winter employment, to persuade young people to remain in school and obtain as much education and training as possible, to encourage employers to eliminate age barriers in hiring, and to study the effects of automation and other technological advances in relation to training and skilled manpower needs.

CONCILIATION services were provided by the Department, within the terms of the Industrial Relations and Disputes Investigation Act, in labour-management negotiations directly affecting 145,823 employees. The disputes which made the most strenuous demands on the Department's conciliation services were those affecting shipping on the West Coast and on the Great Lakes, grain elevators on the West Coast, and railway operations.

In co-operation with the Unemployment Insurance Commission, the Department again organized and expanded the "Do It Now" Winter Work Campaign. A special seasonal unemployment study was completed by the British Columbia Research Council with assistance from the Department, which was also assisting New Brunswick and Nova Scotia with similar studies. The Municipal Winter Works Incentive Program was also broadened to include new classes of projects and the starting date was advanced to October 15, six weeks earlier than in previous years. Up to the end of the year, 7,196 projects had been approved and the number of municipalities participating had reached 2,162, almost three times the number of the year before. It is estimated that the program provided 5,137,467 man-days of work.

During the year the new Technical and Vocational Training Assistance Act was passed, replacing the former Vocational Training Co-ordination Act. Under the new Act, designed to stimulate technical and vocational training in Canada, financial and other support for provincial training programs will continue, in most cases without being limited by the quota allotment that formerly applied. The scope of the training program will be broadened and the federal Government will share more generously in the capital costs of constructing, expanding and equipping technical and vocational schools and in training programs for the unemployed.

The Department continued to promote and assist in the development of co-ordinated rehabilitation services within the provinces, and there was a continued increase in the number of handicapped persons who benefitted from rehabilitation services. In co-operation with the National Employment Service, efforts were directed towards widening employment opportunities for those handicapped persons sufficiently rehabilitated to seek work. At the close of the year the Minister indicated his intention of introducing legislation respecting the vocational

rehabilitation of disabled persons. The National Co-ordinator of Civilian Rehabilitation was named chairman of a new World Congress on Vocational Rehabilitation, organized under the auspices of the International Society for the Rehabilitation of the Disabled.

Investigation was continued into the special social and economic problems of older workers and women workers, and studies and reports were published.

The Department continued to refine its fact-finding techniques. The annual surveys of wage rates, hours of work, working conditions and labor organizations were expanded and improved and more surveys were adapted for processing by electronic computer. Further studies were completed for a series of publications on professional and skilled manpower resources.

New safety manuals were published as part of a continuing program to promote safety and reduce accidents in all fields of Government employment.

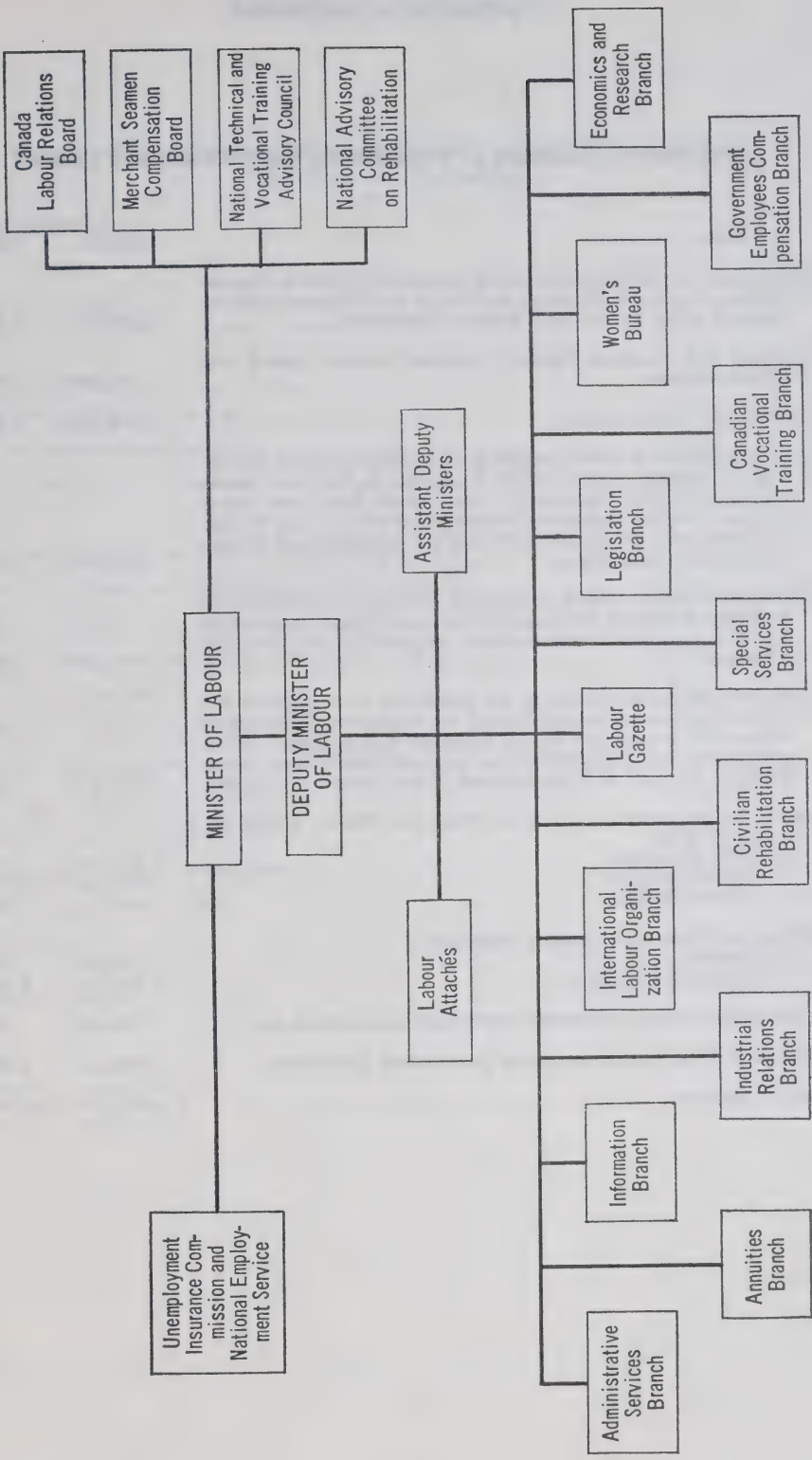
During the year a further 14,360 Canadians came under the security provisions of the Canadian Government Annuities Act, either by undertaking to purchase individual annuities or by enrolling in Group Pension Plans.

In 1960-61 the establishment of the Department of Labour proper provided for 626 positions, 16 fewer than in the previous year. Staff strength at March 31, 1961 was 590.

During the year, Arthur H. Brown retired as Deputy Minister of the Department, a position he had occupied since 1953. He was succeeded by Dr. George V. Haythorne, an Assistant Deputy Minister under Mr. Brown, and earlier Director of the Department's Economics and Research Branch.

Harry J. Walker, Editor of *The Labour Gazette* from August 1936 to April 1958, when he became an Assistant to the Deputy Minister, retired from the Department during the year.

DEPARTMENT OF LABOUR



Comparative Statement of Expenditures for 1959-60 and 1960-61

Vote	Expenditures	
	1959-60	1960-61
Departmental Administration, including a grant of \$10,000 to Frontier College, the Minister's salary and motor car allowance and the expenses of the International Labour Conferences.....	1,088,273	1,153,721
Economics and Research Branch, including research grants and related expenses.....	653,287	720,106
Annuities Act Administration.....	1,154,260	1,161,924
Industrial Relations activities including the administration of the Industrial Relations and Disputes Investigation Act, the Canada Fair Employment Practices Act, the Female Employees Equal Pay Act, the Fair Wages and Hours of Labour Act, the Annual Vacations Act, and Regulations, and the promotion of labour-management co-operation.....	543,468	590,827
Civilian Rehabilitation Branch including payments to the provinces to implement a program for the rehabilitation of disabled persons, in accordance with terms and conditions approved by the Governor in Council.....	164,095	207,628
Special Services Branch including the promotion of a program for combatting seasonal unemployment, the organization and use of workers for farming and related industries and assistance to the provinces under agreements entered into with the provinces by the Minister of Labour with the approval of the Governor in Council	573,078	565,014
Payments to the provinces under the Municipal Winter Works Incentive Program		
1958-59 program.....	6,215,844	—
1959-60 program.....	374,635	8,058,038
1960-61 program.....	—	863,376
Technical and Vocational Training Assistance—		
Administration.....	94,453	133,521
Payments to the provinces.....	8,152,692	8,452,710
Administration of the Government Employees Compensation Act.....	94,821	106,852
Payments of Compensation respecting Government Employees.....	1,984,223	2,080,021
Totals, Department.....	<u>\$21,093,129</u>	<u>\$24,093,738</u>

**Comparative Statement of Expenditures for 1959-60 and 1960-61
by Object of Expenditure**

<i>Object</i>	<i>Expenditures</i>	
	1959-60	1960-61
Salaries and Wages.....	\$ 2,611,836	\$ 2,820,567
Overtime.....	—	1,963
Civilian Allowances.....	34,237	25,042
Professional and Special Services.....	737,125	674,914
Travelling and Removal Expenses.....	99,660	109,848
Freight, Express and Cartage.....	5,572	6,064
Postage.....	11,833	8,203
Telephones, Telegrams and Other Communication Services.....	30,754	30,592
Publication of Departmental Reports and Other Material.....	153,231	159,456
Films, Displays and Advertising.....	407,200	467,136
Office Stationery, Supplies, Equipment and Furnishings.....	107,528	103,421
Materials and Supplies.....	5,393	—
Repairs and Upkeep of Buildings.....	4,265	—
Acquisition of Equipment.....	591	—
Repairs and Upkeep of Equipment.....	1,165	2
Municipal or Public Utility Service.....	8,611	—
Contributions, Grants, Subsidies, etc.....	15,017,346	17,687,678
Pensions, Superannuation, etc.....	1,747,960	1,849,802
Other Expenditures.....	108,822	149,050
Totals, Department.....	<u>\$21,093,129</u>	<u>\$24,093,738</u>

Industrial Relations

The Industrial Relations Branch is charged with the administration of five Acts: the Industrial Relations and Disputes Investigation Act (R.S.C. 1952, c. 152); Fair Wages and Hours of Labour Act (R.S.C. 1952, c. 108); the Annual Vacations Act (S.C. 1957/58, c. 24); the Canada Fair Employment Practices Act (S.C. 1952/53, c. 19); and the Female Employees Equal Pay Act (S.C. 1956, c. 38). Under these Acts the functions and activities of the Branch are many and varied, and include the appointment of conciliation officers, conciliation boards and industrial inquiry commissions in labour-management disputes; the investigation of complaints of unfair labour practices, refusals to bargain and violations of labour legislation; the processing of applications for certification and decertification of trade unions and the conducting of representation votes; the determination of wage rates and hours of work in federal government contracts for construction or supplies; and the prevention of discrimination in employment based on race, national origin, colour or religion. The Branch is also responsible for wage surveys in order to make wage recommendations for prevailing rate employees of the Federal Government, and for services in connection with the establishment and functioning of labour-management committees. The Branch serves as the administrative agency of the Canada Labour Relations Board.

CONCILIATION proceedings under the Industrial Relations and Disputes Investigation Act during the year directly affected 145,823 employees. Conciliation officers effected settlements in 47 of the 82 labour-management disputes in which conciliation officers were appointed; 15 of the 82 had been carried over from the previous year. In 18 cases conciliation officers were unable to effect settlement and recommended the appointment of conciliation boards; five disputes at the conciliation officer stage lapsed; conciliation officers still had 12 cases in hand at the close of the year. Conciliation boards were appointed to deal with 19 disputes. In addition, reports were received from conciliation boards appointed to deal with eight disputes in the previous year were received. In respect of these 27 disputes dealt with by conciliation boards, settlements were obtained on the basis of the boards' reports in 12 disputes; two disputes were not settled and legal strikes occurred; one dispute lapsed; 12 disputes were still pending at the close of the year.

The disputes making the most strenuous demands on the Department's conciliation service were those affecting shipping on the West Coast and on the Great Lakes, grain elevators on the West Coast, and railway operations.

The Industrial Relations and Disputes Investigation Act

The Industrial Relations and Disputes Investigation Act came into force on September 1, 1948.

The Act applies to industries within federal jurisdiction, i.e., navigation, shipping, interprovincial railways, canals, telegraphs, interprovincial and international steamship lines and ferries, aerodromes and air transportation, radio broadcasting stations and works declared by Parliament to be for the general advantage of Canada or two or more of its provinces. Additionally, the Act provides that provincial authorities, if they so desire, may enact similar legislation for application to industries within provincial jurisdiction and make mutually satisfactory arrangements with the federal Government for the administration of such legislation.

The Minister of Labour is charged with the administration of the Act and is directly responsible for the appointment of conciliation officers, conciliation boards, and Industrial Inquiry Commissions concerning complaints that the Act has been violated or that a party has failed to bargain collectively, and for applications for consent to prosecute.

Sections 16 and 17 of the Act provide conciliation machinery for the adjustment of disputes where no settlement has been reached either in negotiations for a collective agreement following the certification of a bargaining agent or in negotiations for the renewal of an existing agreement. On the request of either party to such a dispute, or in any other case where he considers it advisable to do so, the Minister of Labour may appoint a conciliation officer to confer with the parties for the purpose of helping them to conclude an agreement. If a conciliation officer reports failure to

bring about the settlement of a dispute, the Minister may appoint a board of conciliation and investigation. The Minister may appoint a conciliation board without prior reference to a conciliation officer, but the usual practice is the appointment of a conciliation officer in the first instance.

When a conciliation board is appointed, each party to the dispute is invited to nominate one person for appointment to the board. The two members so appointed are then requested to recommend a third person for appointment as chairman. If they fail to agree, the Minister selects the chairman.

The first duty of a board of conciliation and investigation is to endeavour to bring about agreement between the parties on the matters in dispute. In the event of its failure to do so, it is required to report its findings and recommendations to the Minister. The Minister supplies each party with a copy of the report, which he may publicize in such manner as he sees fit. A strike or lockout is prohibited until seven days after the receipt of the report by the Minister.

The Canada Labour Relations Board is established under the Act as successor to the Wartime Labour Relations Board to administer provisions concerning the certification of bargaining agents, the writing of provisions—for incorporation into collective agreements—fixing a procedure for the final settlement of disputes concerning the meaning or violation of such agreements and the investigation of complaints referred to it by the Minister that a party has failed to bargain collectively and to make every reasonable effort to conclude a collective agreement. Activities of the CLRB are reported on pages 16 and 17.

Conciliation Proceedings

As the year began, a dispute on the Great Lakes, between the Seafarers' International Union of North America, Canadian District, and the Association of Lake Carriers, representing the large shipping companies and several smaller companies, was undergoing conciliation. The board submitted majority and minority reports in July. The Association accepted the recommendations; the Union rejected them and gave notice of strike action. On September 29, the Union struck one company of the Association. The next day the Minister appointed a mediator, who, on October 4, reported on the signing of a memorandum of terms of settlement.

As the previous year ended, a conciliation board was appointed to deal with a dispute between the major Canadian railways and their non-operating employees.

This dispute involved 120,000 employees. The board held 25 formal hearings and submitted a report to the Minister in August 1960. The unions accepted the recommendations contained in the majority report; the railways rejected them. The unions conducted a strike vote and announced that the employees would withdraw from service effective December 3, 1960. Legislation passed by Parliament, the Railway Operation Continuation Act, had the effect of postponing the strike date until May 16, 1961. At the request of the Prime Minister the parties have met in direct negotiations in an endeavour to reach a settlement of the dispute. However, as the year ended, no progress had been made in these discussions.

In June, a conciliation board was established to deal with a dispute between the Shipping Federation of British Columbia, Vancouver, and Locals 501, 502, 503, 504 and 508 of the International Longshoremen's and Warehousemen's Union. The dispute involved 1,600 longshoremen employed by the Federation in several West Coast ports. The most important issue in dispute was the question of mechanization and the displacement of certain personnel. In August, the unanimous report of the Board was received by the Minister. The report was accepted by both parties but they later encountered difficulties in working out the language they desired in certain provisions of the new collective agreement. It became necessary for the Minister to assign the West Coast Conciliation Officers of the Department to deal with the questions in dispute. In November, the Conciliation Officers reported that a settlement had been reached and that a collective agreement had been signed.

As the previous year ended, a conciliation board had been established to deal with a dispute between the United Grain Growers Limited, Pacific Elevators Limited, Alberta Wheat Pool, Saskatchewan Wheat Pool and Burrard Terminals Limited, Vancouver, and Grain Workers' Union, Local 333 of the International Union of United Brewery, Flour, Cereal, Soft Drink and Distillery Workers of America. The dispute concerned affected the loading and unloading of grain in West Coast grain elevators. In June, the Board submitted majority and minority reports. The employers accepted the recommendations contained in the majority report and the Union rejected the recommendations and conducted a strike vote. The strike took effect on November 8, and the Minister immediately appointed an Industrial Inquiry Commissioner to mediate the dispute. In the same month the Commissioner reported that a settlement had been reached and that a collective agreement had been signed and the strike terminated.

A statistical analysis of conciliation proceedings under the Industrial Relations and Disputes Investigation Act for the year and since the inception of the Act is presented in the table on page 15.

Other Proceedings under the Act

Complaints of Failure to Bargain

The Minister received no complaints under Section 43 of the Act during the year. Under this section, a party to collective bargaining may make a complaint in writing to the Minister of Labour that any other party to such collective

bargaining has failed to comply with the requirements of the Act relating to the commencement of bargaining by authorized representatives and to the making of every reasonable effort to conclude a collective agreement.

Since the Act came into force, the Minister has received nine complaints under Section 43 of the Act. Two were withdrawn. The Minister referred seven complaints to the Canada Labour Relations Board for investigation.

**Conciliation Proceedings under the Industrial Relations and Disputes Investigation Act,
by Disposition of Cases, for April 1, 1960 to March 31, 1961 and from
Inception of the Act**

	1960-61		From Inception to March 31, 1961	
	Number of Disputes	Number of Workers Directly Affected	Number of Disputes	Number of Workers Directly Affected
Disputes being dealt with by conciliation officers at beginning of period.....	15	9,958	—	—
Disputes referred to conciliation officers.....	67	12,303	756	708,302
Total.....	82	22,261	756	708,302
Disputes settled by conciliation officers.....	47	13,244	469	152,092
Disputes not settled by conciliation officers.....	18	4,398	259	549,693
Disputes which lapsed; no further action required.....	5	144	16	2,042
Disputes being dealt with by conciliation officers at end of period.....	12	4,475	12	4,475
Total.....	82	22,261	756	708,302
Disputes being dealt with by conciliation boards at beginning of period.....	8	125,632	—	—
Disputes in which parties were considering con- ciliation board recommendations at beginning of period.....	—	—	—	—
Disputes referred to conciliation boards.....	19	4,446	269	1,021,081
Total.....	27	130,078	269	1,021,081
Disputes settled by conciliation boards.....	12	6,002	202	584,468
Disputes not settled by conciliation boards.....	2	2,200	48	314,405
Disputes which lapsed; no further board action required.....	1	41	7	373
Disputes in which parties were considering con- ciliation board recommendations at end of period.....	4	120,104	4	120,104
Disputes being dealt with by conciliation boards at end of period.....	8	1,731	8	1,731
Total.....	27	130,078	269	1,021,081

Applications for Consent to Prosecute

The Minister received three applications for consent to prosecute under Section 46 of the Act during the year. One of the requests was granted and two lapsed.

Since the Act came into force, the Minister received 30 applications for consent to prosecute. Fourteen applications were granted, seven refused, two referred to industrial inquiry commissions and settled, one referred to a conciliation officer and settled, one withdrawn; the remaining five lapsed.

Complaints of Violation of the Act

Seven complaints of alleged violations of provisions of the Act were made to the Minister during the year. Complaints by a person claiming to be aggrieved because of such violations are permitted under Section 44 of the Act. One of these cases was settled by a conciliation officer. Four complaints were withdrawn and one lapsed. One case was pending on March 31, 1961.

From the inception of the Act to the end of the year there were 52 complaints under Section 44. In nine cases the Minister appointed industrial inquiry commissions under Section 56 of the Act to investigate the complaints; the result was either a settlement or dismissal of the complaint. Five complaints were settled by conciliation officers and two cases referred to conciliation officers were not settled. Thirteen complaints were withdrawn, eleven lapsed, six developed into the granting of consent to prosecute, and six were pending on March 31, 1961.

Industrial Inquiry Commissions

During the year, one industrial inquiry commission was appointed under Section 56 of the Act to mediate a dispute between several West Coast grain elevator companies and Local 333 of the International Union of United Brewery, Flour, Cereal, Soft Drink and Distillery Workers of America. Section 56 empowers the Minister to appoint an industrial inquiry commission to make any inquiries he thinks fit regarding industrial matters, and, in particular, to investigate alleged violations of the Act. Since the inception of the Act, 28 such appointments have been made.

Canada Labour Relations Board

The Canada Labour Relations Board sat on 25 days during the year. Approximately two thirds of the meeting time was spent hearing oral submissions by representatives of the 46 employers, 21 trade unions and various other parties who appeared before the Board. Most of the cases coming before the Board are decided without the necessity of oral submissions.

No complaints of failure to bargain collectively were referred to the Board, and there were no applications for a procedure for final settlement of disputes over the meaning or violation of a collective agreement.

The Board is composed of four representatives of organized labour, four representatives of employers' organizations, and an independent chairman. A vice-chairman acts during the chairman's absence and officers and staff of the Industrial Relations Branch act as officers and staff of the Board.

Certification Proceedings

The 98 applications for the certification of bargaining agents received by the Board during the year affected 4,498* workers. The Board disposed of another 16 applications for certification that were under investigation at the close of the previous year. Of these 114 applications, which directly affected 16,519* workers, 49 were granted, 22 rejected and 19 withdrawn. At the end of the year, the remaining 24 were still under investigation. During the year the Board ordered 21 representation votes in applications for certification. There were no votes during the year in applications for revocation of certification.

From the inception of the Act to March 31, 1961, the Board received 1,230 applications for certification, directly affecting some 161,238* workers; 715 applications were granted, 248 rejected, 243 withdrawn, and 24 were pending at the end of the year. In that period, the Board ordered 212 representation votes in applications for certification and 11 votes in applications for revocation of certification.

Other Proceedings

Complaints of Failure to Bargain

During the year no complaints were made to the Minister under Section 43 of the Industrial Relations and Disputes Investigation Act alleging that a party had failed to bargain collectively and therefore no complaints were referred to the Board.

From the inception of the Act to March 31, 1961, the Minister referred to the Board seven complaints concerning failure to bargain collectively. In three cases the Board issued Orders requiring the respondents to bargain collectively with the complainants, and in one case revoked the order. It dismissed four complaints on the grounds that Section 43 of the Act did not have application to the matters in dispute.

Applications for Revocation of Certification

The Act provides (Sec. 11) that where in the opinion of the Board the bargaining agent no longer represents the majority of employees in the unit for which it was certified, the Board may revoke the certification of the bargaining agent. The Board is also authorized (Sec. 61(2)) to reconsider, vary or revoke decisions or orders made by it.

Seven applications for revocation of certification were received during the year. Four were granted, and three were rejected.

Since the inception of the Act, the Board received a total of 38 applications for revocation; 23 were granted, 13 refused, and two were withdrawn.

Applications for Procedure for Final Settlement of Disputes Over Meaning or Violation of Collective Agreement

The Act prescribes (Sec. 19) that where a collective agreement does not contain a procedure for the final settlement of differences concerning the meaning

* Preliminary estimates, subject to revision.

or violation of a collective agreement, an application may be made to the Board for the provision of such a procedure. No such applications were received during the year.

Since the inception of the Act, 14 applications have been received; six were granted, three rejected, and five settled without the necessity of a Board order.

Fair Wages on Government Contracts

During the year there were a number of special projects and developments for which the Branch prepared schedules of wage rates and working conditions in accordance with the Fair Wages and Hours of Labour Act.

By agreement with the Atlantic Salmon Commission of the state of Maine, schedules were made for cover work on the construction of a fishway at Tinker Falls Dam on the Aroostook River in New Brunswick. The estimated cost of \$45,000 will be borne by the Atlantic Salmon Commission.

A contract was awarded by joint arrangement between the Governments of Canada and the United States for the operation, maintenance and repair of United States Air Force facilities at the airport, Frobisher, N.W.T.

By arrangement between the Governments of Canada and the United States the Federal Electric Corporation, Paramus, New Jersey, contracted for the construction of buildings and repairs to existing structures on the Distant Early Warning Line in Canada.

A contract was let by the United States Corps of Army Engineers for a dredging project in the Detroit River adjacent to Belle Isle, near Windsor, Ontario. This was part of the development of the Seaway channel.

Throughout the year, the Department continued, on request of the United States Air Force, to recommend rates of pay for civilians and commissionaires employed by U.S.A.F. at several stations on the Mid-Canada Line.

A number of complaints were received from employees in catering classifications employed by Federal Electric Corporation on the maintenance and operation of the Distant Early Warning Line, and these were dealt with by correspondence between the complainants and the employer.

A wage schedule of labour conditions, and requirements in respect to the use of Canadian labour and materials, were prepared for application to the construction of a bridge between Campobello, N.B., and Lubec, Maine, erected jointly by the State of Maine and the Province of New Brunswick.

A wage schedule of labour conditions, an overtime permit, and requirements with respect to the use of Canadian labour and materials were issued for application to the construction of an International Bridge from Sault Ste. Marie, Ont., to Sault Ste. Marie, Mich., by the International Bridge Authority, State of Michigan.

A wage schedule of labour conditions, an overtime permit and requirements with respect to the use of Canadian labour and materials were prepared for application to the construction of the Queenston-Lewiston Bridge over the Niagara River between Queenston, Ont., and Lewiston, N.Y. The project is being financed by the Niagara Falls Bridge Commission.

Work continued on various contracts of the South Saskatchewan River Dam Project. The construction of the downstream tunnels was well underway, and during the year a contract was let for the construction of the upstream tunnels. Overtime permits were given on the assurance that contractors would operate on a two-shift basis, thus ensuring the maximum employment consistent with scheduled progress of the project.

Fair Wages Legislation

The Fair Wages legislation is in three parts: the Policy Order, the Act, and the Regulations under the Act. The Fair Wages Policy was originally adopted as a Resolution of the House of Commons in 1900 and later expressed in an Order in Council in 1907 which has been revised and expanded in succeeding years. The last revision and consolidation was Order in Council (P.C. 1954-2029) of December 22, 1954.

The statute referred to is the Fair Wages and Hours of Labour Act passed in 1935. This Act provides for the payment of fair wages on construction contracts, that is, such wage rates as are generally accepted as current for competent workmen in the district but shall in all cases be such wage rates as are fair and reasonable. Working hours are limited to eight per day and 44 per week and these hours may be exceeded only in emergency circumstances approved by the Minister of Labour.

A Regulation under the Act was passed in 1940 and has been revised by Order in Council (P.C. 1954-2030) of December 22, 1954. This Regulation provides that all cases of default in the payment

of wages to employees of the contractor or other party charged with the payment of wages under a contract shall be referred to the Minister of Labour for investigation and determination of the amount in default and also provides that where a contracting department has occasion through a breach of contract by a contractor to seize his security and to withhold moneys due under a contract, that department shall immediately notify the Deputy Minister of Labour.

Order in Council (P.C. 1960-715) passed on May 26, 1960 amended this Regulation by adding a section to provide that, except where the Minister of Labour otherwise orders, all hours worked in excess of 44 per week shall be paid for on the basis of time and one-half the rate required to be paid under the contract and, where the Minister so orders, that all hours in excess of 8 per day be paid for on the same basis.

A more detailed account of the Fair Wages Policy, the Fair Wages and Hours of Labour Act and Regulations appears on pages 26-28 of the Annual Report of the Department of Labour for the year ended March 31, 1950.

On Works of Construction, Repair, Remodelling and Demolition

During the year the Department issued 2,649 schedules of labour conditions, compared with 2,578 during 1959-60 and 2,877 during 1958-59.

The value of contracts reported to the Department as having been awarded during the last year was \$197,244,611.51 compared with \$225,221,340.28 for the year 1959-60. During the year \$159,754.03 was collected from 126 contractors for distribution to 3,839 workers to satisfy wage arrears owing by contractors. During 1959-60 and 1958-59 the collections totalled \$98,688.18 and \$54,352.05 respectively.

All complaints received with respect to failure of contractors to apply the labour conditions of contracts were investigated. The policy of regular inspections is also maintained. During the year the Fair Wages Officers made 225 inspections of wages and hours and other labour conditions, including the non-discrimination provision, to ensure that they were being observed by contractors on government contracts. In addition, 129 inspections were made of the overtime rates being paid on contracts where permission was granted to exceed the statutory hours of work. The corresponding figures for 1959-60 were 286 wage inspections and 233 overtime permit inspections.

During the year 57 schedules of wage rates proposed to be used by contractors under Labour Conditions (A-2) were submitted to the Department, examined and approved for use on the contracts in question.

Contracts for the Manufacture of Supplies and Equipment

Departments awarding contracts for the manufacture of supplies and equipment are required to include standard labour conditions as a provision of the contract. During the year 1,601 contracts were awarded, with value of \$13,361,-207.29. During the same period 249 statutory declarations listing the classifications of workers employed on such contracts, their wage rates and hours of work were submitted to the Department for review. The figures for 1959-60 were 1,191 contracts, a total amount of \$9,307,565 and 166 statutory declarations.

Prevailing Rate Employees

Order in Council (P.C. 1053) of June 29, 1922 which exempted about 130 classifications from Section 38B of the Civil Service Act, 1918, as amended, and provided that: the selection of employees for these exempt classes be left entirely in the hands of the employing departments; they be paid the prevailing rate provided it does not exceed the salaries in the classification schedule; where no classification schedule exists, the rate of pay shall be such as is recommended by the employing department and approved by the Governor in Council. From time to time in subsequent years, the original list of exemptions was increased.

Treasury Board Order (T.B. 558256) of December 22, 1959, effective January 1, 1960, amended and consolidated the previous Prevailing Rate Employees General Regulations and made provision that: the remuneration of these employees be based on rates of pay prevailing in the area of their employment for the class of work they do; the rates shall be fixed by Treasury Board after receipt by the Board of a submission from a department that is based upon a recommendation of the Department of Labour.

T.B. 558257 of December 22, 1959, effective January 1, 1960, amended and consolidated the previous Ships' Officers Regulations and provided among other things that the salary rates of officers on government ships shall be determined or

approved by Treasury Board on the recommendation of the appropriate department based on recommendations of the Department of Labour, which recommendations shall be based on rates of salaries prevailing in the appropriate area of employment for similar classes of work.

T.B. 558258 of December 22, 1959, effective from January 1, 1960, amended and consolidated the previous Ships' Crews Regulations and provided that wage rates shall be determined in the same manner as for ships' officers.

T.B. 482506 of February 8, 1955, the Commissionaire Services Regulations, effective April 1, 1955, revoked the previous Order in Council (T.B. 434590) of August 28, 1952, and provided that agreements may be entered into between government departments and the Canadian Corps of Commissionaires or the British Columbia Corps of Commissionaires for the purpose of providing services by commissionaires. The rate of pay for each commissionaire supplied by the Corps will be established by Treasury Board after consultation with the Department of Labour. An amendment dated March 22, 1957 to T.B. 482506, provides that the rates recommended by the Department of Labour are to be based upon the private industry rates for comparable employment in the same area including the private industry rates for the services of commissionaires.

There are about 45,000 prevailing rate employees employed by about 26 departments and agencies of government exempt from the Civil Service Act. They are employed on public buildings, parks, forests, canals, dockyards, ordnance depots, machine shops, ammunition depots, air stations, printing establishments and on government vessels. In addition, the government departments and agencies have contracted for the use of the services of about 4,000 commissionaires of the Canadian Corps of Commissionaires and the British Columbia Corps of Commissionaires at various locations across Canada.

During the year 10,219 wage rate recommendations were made for the establishment of rates of pay of prevailing rate employees. Approximately 475 different occupational classifications were represented in these recommendations. The figures for 1959-60 were 11,602, affecting about 450 occupational classifications.

During the year field officers of the Department conducted 398 wage surveys to obtain information about wage rates paid by private employers in the various areas across Canada where prevailing rate employees of the government were employed. In 1959-60 the number of surveys was 275.

In determining the appropriate rates of pay for these employees, the wage returns collected by the Economics and Research Branch, the wage rates established by collective agreements and the wage rates specified in some provinces by legislation, were also examined.

Labour-Management Co-operation Service

Labour-management co-operation in business and industry expanded again during the year. The number of Canadian workers represented on joint consultation committees is now 459,573—an increase of 23,147 over the previous year. The committees are functioning in all the major industrial classifications: manufacturing, transportation, mining, services, communications, retail and wholesale trade, construction and finance.

The mailing list of the monthly industrial relations news bulletin *Teamwork in Industry* was extended to include all of Canada's daily newspapers, together with a representative cross-section of weeklies. Additional publicity for joint consultation was obtained by preparing press releases to coincide with each issue of *Teamwork in Industry*. The bulletin itself continued to present articles on the work and achievements of labour-management committees.

Among the most frequently reported activities were the promotion of better understanding between labour and management, improvements in plant morale, production efficiency, product quality, safety, plant housekeeping and communications, and reductions in absenteeism and waste. A condensation of the feature articles appeared monthly in *The Labour Gazette*. During the year the combined English and French circulation of *Teamwork in Industry* averaged 18,195 copies a month, up 2,365 over the previous year's average.

Another series of posters was issued, illustrating a variety of problems that have been resolved through joint consultation and labour-management cooperation. Poster subjects were expanded in pay envelope messages and in *Let's Discuss*, the topic bulletin mailed monthly to committees. During 1960, committees requested a total of 48,829 posters, 535,863 pay envelope messages and 5,100 copies of *Let's Discuss*.

Labour-management committees were first organized in Canada during World War II, under the guidance of the Industrial Production Co-operation Board. Their work in many vital industries was so valuable that it was decided to continue to promote their formation in peacetime.

In 1947, therefore, the Labour-Management Co-operation Service* was set up to continue the work and in the years since then it has had the continuing support of major national employer and labour organizations.

An advisory committee of representatives of employers' associations and the trade union movement advises the Minister on matters relating to the administration of the Service. The present members of this committee were appointed under Treasury Board Minute dated June 26, 1958.

The Canada Fair Employment Practices Act

All of the 30 complaints made under the Canada Fair Employment Practices Act† since it came into effect on July 1, 1953, have been settled.

During the year, as part of a continuing program of educational publicity under the Act, a new pamphlet was published and distributed. A special radio series was prepared and broadcast on the Department's weekly program "Canada at Work" during the whole month of February.

The film entitled "A Day in the Night of Jonathan Mole", produced during the previous year for the Department by the National Film Board, has been screened throughout the whole of Canada as well as in sections of the United States and Europe. Advertisements concerning the provisions of the Act were again placed in the foreign language press of Canada during the year. Officers of the Department attended ten national and international meetings on discrimination in employment sponsored by trade union organizations and other groups. The Department also acted as adviser to various community groups that were establishing anti-discrimination committees.

Female Employees Equal Pay Act

No formal complaints have been received under the Female Employees Equal Pay Act, which came into effect on October 1, 1956.

The Act applies to employers and employees engaged in works, undertakings and business coming within federal jurisdiction.

The co-operation of employers and trade unions has been sought in giving effect to the purposes of the Act. Employers to whom the Act applies were asked to review their practices in the payment of female employees in order to avoid or eliminate any conflict with the provisions of the Act.

* The Service maintains a staff of 11 trained Industrial Relations Officers in various centres from coast to coast. Branch offices are located at Amherst, N.S.; Montreal and Three Rivers, Que.; Toronto and Windsor, Ont.; Winnipeg, Man.; and Vancouver, B.C. As an aid to the promotional work of its field representatives, the Service prepares and distributes literature, films and other informational material.

† The Act applies to employers and trade unions whose operations fall within federal jurisdiction and is designed to prevent and eliminate discrimination in employment based on race, colour, religion or national origin. Under the Act, no employer may discriminate against any person in regard to employment because of his race, colour, religion or national origin, and no trade union may exclude anyone from membership or discriminate against anyone in regard to membership or employment on these grounds. The Act prohibits the use of advertisements, application forms or other inquiries in connection with employment which express, directly or indirectly, any limitation, specification or preference as to race, colour, religion or national origin. The use of employment agencies which practise discrimination is also forbidden.

Principal Provisions

The Act, in its principal provision, prohibits an employer from employing a female employee for any work at a rate of pay that is less than the rate at which a male employee is employed by that employer for identical or substantially identical work. A difference in rates of pay for male and female employees doing identical or substantially identical work does not contravene the Act when such difference is based upon factors other than sex that normally justify different rates of pay. Complaints under the Act may be made in the first instance to the Minister of Labour. Such complaints may be referred by the Minister to a Fair Wage Officer to make an investigation and try to effect a settlement. If no settlement follows, the complaint may be referred to a referee for final decision after hearing the parties concerned. The referee may order the adjustment of wages paid to female employees.

Annual Vacations Act

The Annual Vacations Act came into force on October 1, 1958. Thus the year under review was the second full year of operation of the Act. During the year, the Minister of Labour approved various applications under the Act, and complaints concerning the non-payment of vacation pay were adjusted where necessary. Much advice and assistance have been given to employers, employees and trade union representatives seeking an explanation of the provisions of the Act and an opinion with respect to its application to groups of employees.

During the year, the Minister granted 30 applications involving many thousands of employees, jointly made by employers and trade unions, for the approval of collective agreement provisions concerning vacations with pay. The Minister also granted six applications for the approval of a calendar or other year as the year of employment for vacations with pay purposes. Some 40 complaints seeking the payment of vacation pay were processed and the employees concerned received \$770.43 in vacation pay.

Provisos

The Act provides that employees in works, businesses or undertakings under federal jurisdiction shall be given one week's vacation for the first completed year of employment, with vacation pay being at the rate of two per cent of gross earnings. For the second and subsequent completed years of employment the vacation period is two weeks, with vacation pay at the rate of four per cent of gross earnings. The vacation is to be granted not later than ten months following the completion of the year of employment in which the vacation is earned. Employees whose employment is terminated for any reason before the completion of a year of employment are entitled to vacation pay at the same percentages of earnings for the portion of the year employed. An employee employed for 30 days or less in his first year of employment is not entitled to vacation pay.

The Act also provides that the provisions of collective agreements with respect to vacations with pay shall prevail over the provisions of the Act for the current term of those agreements made before and existing on October 1, 1958, the date the Act came into force; that the Minister of Labour may approve collective agreement provisions for vacations with pay which are made after the date the Act came into force; and that the Minister of Labour may approve a calendar or other year of employment, in place of the anniversary-date-of-employment year upon which the Act is based, as the year of employment for purposes of granting vacations with pay.

Regulations pursuant to Section 9 of the Annual Vacations Act were made on September 2, 1958, by Order in Council P.C. 1958-1320, prescribing procedures for carrying out the purposes and provisions of the Act. Among other things, the Regulations provide for the making of applications for the waiving and postponing of vacations, for approval of a calendar or other year as the year of employment for vacations with pay purposes, and for the approval of collective agreement provisions for the granting of vacations with pay. The Regulations also provide for the exemption of certain classes of employees from the Act, for the keeping of employee records pertaining to annual vacations with pay, and for the payment to the Minister of Labour of vacation pay due employees who cannot be located by the employer. Such vacation pay is held in a suspense account by the Minister until claimed by the employee.

Canadian Government Annuities

The Annuities Branch administers the Government Annuities Act (R.S.C., 1952, c. 132), which provides for the sale of deferred and immediate annuities to Canadians either individually or as group pensions. The guiding principle of the Government Annuities program was stated in the preamble to the original Act of 1908: "Whereas it is in the public interest that habits of thrift be promoted and that the people of Canada be encouraged and aided thereto so that provision may be made for old age; and whereas it is expedient that further facilities be afforded for the attainment of the said objects. . . ." The sale of annuities began on September 1, 1908.

DURING the year a further 14,360 Canadians came under the security provisions of the Government Annuities Act either by undertaking to purchase individual annuities or by enrolment in group pension plans. The new business for the year amounted to 3,842 deferred annuities, 511 immediate annuities, and 19 group contracts covering 76 employees. The number of new employees entering old groups was 9,931, largely replacing employees who had retired, died, or left their employer's service. The net increase in employees in group pension plans was 2,107.

Publicity

At the end of the year the Branch had 50 sales offices across Canada staffed by 83 salesmen, of whom 66 were full time and 17 part time, and 17 office assistants. With the help of the Information Branch a limited advertising program was conducted in 99 newspapers, in 15 magazines and periodicals, and in street cars and buses in nine cities. Direct mail advertising was sent from Head Office to approximately 350,000 households.

Servicing of Existing Contracts

The steady increase in the amount of business in force has made the servicing of old contracts a large part of the Branch's work. For this reason, a study was made during the year to determine the feasibility of converting the accounting system to punched card methods in order that better service could be provided to annuitants and employers. A new system was devised and arrangements were made to put it into use on April 1, 1961 on a progressive conversion schedule.

Registered Retirement Savings Plans

Some income tax exemption under the Federal and the Quebec Income Tax Acts may be obtained on annuity premiums by having the contract recorded as a registered retirement savings plan or a Quebec approved plan if applicable. About three-quarters of the new contracts each year are registered. During the year, 3,493 contracts were registered and Quebec approval was requested as well for 587 of these contracts.

Financial Statement

The financial statement for the year 1960-61 is shown in Table 1, supported by the valuation schedule in Table 2. The Government Annuities Account increased by \$42,255,704 during the year. It is significant that the premium income decreased by \$7,648,701 from the previous year.

The high rate of interest obtainable on Government and comparable bonds, and on mortgages, continues to have a noticeable effect on sales. Many prospective purchasers of annuities have been attracted by such other investments as guaranteed trust certificates, other registered retirement savings plans, and bonds. The number of individual annuities sold was virtually the same as for the previous year, but the premium income from individual annuities dropped by four per cent. Similarly, pension money is being attracted increasingly into non-underwritten funds, as shown by a decrease of 19 per cent from the previous year in the premium income from group annuities.

Statistics

At the end of the year there were 203,940 group certificates for employees at work and 29,591 certificates for persons who had terminated their service before retirement age. The number of contracts in force for individual deferred annuities was 116,369. During the year, 2,667 employees retired on pension and 2,580 individual contracts matured for payment of annuity.

The average age of persons drawing their annuities was 70.2 years for men and 69.8 for women. The average age at death for the 3,647 deaths reported was 74.3 for men and 79.6 for women. At the end of the year, five annuitants were over 100 years old. One annuitant died during the year at age 103 after drawing her annuity for 44 years.

Table 3 gives an analysis of the single-life vested annuities, indicating the relative number of contracts by age groups. Table 4 provides a history of the number of annuities sold and the purchase money received.

**TABLE 1—Government Annuities Account for the Year
Ending March 31, 1961**

<i>Fund</i>	
Fund, April 1, 1960.....	\$1,156,867,225.00
Receipts, 1960-61, less disbursements.....	42,890,129.33
Less Surplus transferred to Consolidated Revenue Fund.....	634,425.33
Fund, March 31, 1961.....	1,199,122,929.00

Liabilities

Valuation of annuities outstanding.....	1,199,122,929.00
(See Table 2)	

Receipts

Immediate annuities.....	2,813,067.81
Deferred annuities.....	46,063,783.20
Unclaimed annuities recovered from C.R.F.....	132.23
Interest to March 31, 1961.....	44,584,055.00
Total.....	93,461,038.24

Disbursements

Vested annuities.....	44,229,787.44
Commuted values.....	755,240.19
Premiums returned with interest (including instalment death benefits).....	4,610,426.49
Premiums returned without interest.....	354,305.66
Employee withdrawal payments (pension plans).....	584,705.83
Unclaimed annuities transferred to C.R.F.....	36,443.30
Total.....	50,570,908.91
Receipts less disbursements, 1960-61.....	42,890,129.33
Total.....	93,461,038.24

Distribution

Interest Rate	Account at 31/3/61
4%.....	\$ 941,780,993.00
3½%.....	169,684,190.00
3%.....	87,657,746.00
Totals	\$1,199,122,929.00

TABLE 2—Valuation, March 31, 1961 of Annuity Contracts and Certificates

Classification	Number	Amount of Annuity	Present Value of Annuities in Force
		\$	\$
<i>Vested</i>			
Males, ordinary annuities.....	18,738	9,030,952	67,107,154
Females, ordinary annuities.....	20,796	8,432,597	78,008,483
Males, guaranteed annuities.....	16,516	9,769,979	106,240,512
Females, guaranteed annuities.....	12,550	6,849,731	91,529,411
Reducing at age 70.....	6,150	6,604,214	46,780,015
Last survivor ordinary.....	3,259	1,657,132	19,919,237
Last survivor guaranteed.....	522	326,861	4,634,824
Annuities certain.....	3,557	2,156,275	8,454,178
Temporary annuities.....	1,392	346,703	1,368,298
Total Vested.....	83,480	45,174,444	424,042,112
Deferred contracts and certificates.....	349,900	—	774,438,211
Death benefits by instalments.....	—	—	579,286
Advance premiums.....	—	—	63,320
Totals.....	433,380	—	1,199,122,929

**TABLE 3—Vested Annuity Contracts, Single Life Only,
in Force on March 31, 1961**

Age Attained	MALE		FEMALE		TOTAL		
	Number of Contracts	Per Cent	Number of Contracts	Per Cent	Number of Contracts	Per Cent	Cumulative Per Cent
Less than 40.....	427	1.1	560	1.6	987	1.3	1.3
40-49.....	809	2.0	1,071	3.1	1,880	2.5	3.8
50-59.....	2,371	6.0	3,427	9.7	5,798	7.8	11.6
60-69.....	13,127	33.2	11,406	32.4	24,533	32.8	44.4
70-79.....	18,345	46.4	12,282	34.9	30,627	41.0	85.4
80-89.....	4,174	10.5	5,722	16.3	9,896	13.2	98.6
90 and over.....	317	.8	712	2.0	1,029	1.4	100.0
Totals.....	39,570	100.0	35,180	100.0	74,750	100.0	

TABLE 4—Number of Individual Annuity Contracts and Certificates Issued and Net Receipts

Fiscal Year Ending March 31	Individual Contracts Issued	Group Certificates Issued	Total Contracts and Certificates Issued	Net Premium Receipts
1909-56.....	169,509	246,194	415,703	\$ 976,207,315.06
1957.....	5,937	12,476	18,413	64,421,059.30
1958.....	6,701	11,236	17,937	62,149,627.18
1959.....	5,306	18,043	23,349	63,017,513.90
1960.....	4,378	11,564	15,942	56,041,417.68
1961.....	4,353	10,007	14,360	48,522,545.35
Totals.....	196,184	309,520	505,704	1,270,359,478.47

Special Services

The main responsibilities of the Special Services Branch are: participation in the program to stimulate winter employment, including administration of the Municipal Winter Works Incentive Program; the Federal-Provincial Farm Labour Program; the program of organized movements of workers between Canada and the United States; and liaison with associations and employers in the forest industry in regard to their manpower problems.

STIMULATION of winter employment again constituted the main activity of the Special Services Branch. There was increased participation by the provinces and industry in efforts to promote winter work. The Municipal Winter Works Incentive Program, which was started six weeks earlier and was broadened to include additional classes of projects, was accepted by all provinces. As in previous years, substantial numbers of workers were moved within and between the provinces to meet seasonal requirements for farm labour. All provinces except Newfoundland participated in the Federal-Provincial Farm Labour Program.

Stimulation of Winter Employment

Within the federal government, committees, departments and agencies were active in stimulating winter employment. The Winter Employment Working Committee, which is composed of officials of the Department and the Unemployment Insurance Commission, held seven meetings during the year. This committee makes plans for publicity and research, in addition to planning the Winter Work Campaigns at the national and local level.

The Interdepartmental Committee on Winter Employment is composed of senior officials of the Departments of Defence Production, Finance, Labour, National Defence, Public Works and Transport, the Unemployment Insurance Commission, Central Mortgage and Housing Corporation and Defence Construction (1951) Limited. Its subcommittees deal with new construction, maintenance and repair, procurement and measurement of results. A specific task of one subcommittee is to ensure that a maximum amount of federal government maintenance, alteration and repair work is held for the winter months. The value of work so held has been increasing and during the winter of 1960-61 amounted to more than \$15 millions.

The Branch provides the secretariat for the Winter Employment Working Committee, the Interdepartmental Committee on Winter Employment and three of its subcommittees.

Winter construction is now generally accepted by governments and industry. The example set by the federal government and the Canadian Construction Association has assisted in bringing this about. The Winter Employment Campaign, sponsored by the Department of Labour, in cooperation with the Unemployment Insurance Commission is to a large extent responsible for the larger amount of winter work which is being carried out each year by industry, organizations, churches and other owners of buildings, particularly in connection with repairs, alterations and maintenance.

Provincial governments continue to take an active part in promoting winter employment. In general they are planning construction projects with a view to maximum winter work and are endeavouring to hold maintenance, repairs and alterations for the wintertime. They are also regulating their purchases wherever possible to increase winter employment.

Provincial Incentive Programs

Most provinces have interdepartmental winter employment committees. New Brunswick and Manitoba have established committees with membership from industry, labour and government. Nova Scotia and Manitoba, for the third consecutive winter, offered incentive programs of their own to municipalities for work carried out during the winter months. These programs supplement the one offered by the federal government which is described in the following section.

The British Columbia Research Council completed a study on seasonal unemployment, financed jointly by the federal and provincial governments. The recommendations made in the report on this study were referred to all who might be in a position to implement them. At the present time additional studies are being carried out in Nova Scotia and New Brunswick.

The Canadian Federation of Mayors and Municipalities takes a keen interest in the stimulation of winter employment. Participation of municipalities in the Winter Works Incentive Program has been enthusiastic. In addition, municipalities either provide representation on or give their support to local winter employment committees wherever these are established.

Wide Co-operation

The National Joint Committee on Wintertime Construction, sponsored by the Canadian Construction Association, continues its active promotion of winter construction. The President of C.C.A. takes every opportunity in his travels across Canada to tell people that winter construction is practicable, economical and as good as construction carried out at other times of the year. The Association issues news releases in regard to winter construction and participates in federal research and other projects.

Other national organizations, such as the Canadian Manufacturers Association, the Canadian Chamber of Commerce, the National House Builders Association, the Retail Merchants Association, the Canadian Labour Congress and the

Canadian Retail Federation continue to co-operate in efforts to promote winter work. These organizations, through their periodicals and circulars, keep their membership aware of the need for promoting winter employment in every field of endeavour.

The "Do It Now" campaign to encourage winter employment, including radio and television broadcasts, newspaper articles, paid advertising and posters, was continued on a national scale. These activities give great assistance to the local campaigns which are carried out by the National Employment Service offices and their winter employment committees.

Officials from the Special Services Branch visited provincial government officials at intervals to discuss with them ways of increasing winter employment and to exchange ideas in this regard. Similar visits were also made periodically to officials of national organizations and the railways and to regional offices of federal government departments and agencies across Canada.

Municipal Winter Works Incentive Program

The Municipal Winter Works Incentive Program which is designed to encourage municipalities to create more job opportunities during the winter months through carrying out needed public works projects, was again offered to the provinces for the winter of 1960-61. The effective period of the program was October 15, 1960 to May 31, 1961.

The federal incentive payment of 50 per cent of the direct payroll costs of accepted projects was made applicable to a wider range of projects than in the previous two years. A major extension brought within the terms of the program construction, major reconstruction, major alteration or renovation of municipal buildings, other than schools and hospitals. The program was further broadened to include street lighting, traffic signals, municipal parking lots, water and sewage treatment plants, pumping stations and water towers.

The federal incentive payment applied to accepted winter works projects that would not normally be undertaken during the winter months and which came within the following categories:

- (a) The construction and major improvement of municipal roads, streets, sidewalks, bridges and underpasses, including street lighting, traffic signals and municipal parking lots.
- (b) The construction and major improvement of municipal water, sewage and drainage facilities.
- (c) The construction and development of municipal parks and playgrounds, not including school playgrounds.
- (d) The construction, major reconstruction, major alteration or renovation of municipal buildings, not including schools and hospitals, provided that the federal incentive payment on new structures does not exceed \$50,000 on each such structure.

TABLE 1—Municipal Winter Works Incentive Program 1960-61

	CANADA	B.C.	ALTA.	SASK.	MAN.	ONT.	QUE.	N.B.	N.S.	P.E.I.	Nfld.	Yuk.	N.W.T.	INDIAN BANDS
Applications Received.....	7,365	783	831	994	311	1,758	2,149	207	108	15	137	4	8	60
Applications Accepted.....	7,196	768	819	972	304	1,726	2,083	204	105	14	136	2	8	55
Applications Rejected or Withdrawn.....	R. 120 W. 49	15	12	22	7	32	66	3	3	1	1	2	—	5
Estimated Total Cost of Projects..	296,006	41,556	24,637	11,182	7,410	72,553	130,084	3,059	2,176	443	2,559	3	20	324
Estimated Total Direct Payroll Cost of Projects.....	93,779	13,102	8,445	3,975	2,410	22,600	39,552	1,473	1,084	157	778	2	9	192
Estimated Cost of Projects Oct. 15 /60—May 31 /61.....	212,960	23,620	20,895	9,515	7,176	53,589	91,323	2,723	2,092	149	1,532	2	20	324
Estimated Direct Payroll Cost of Projects Oct. 15 /60— May 31 /61.....	72,479	8,646	7,399	3,472	2,298	17,199	30,295	1,376	985	57	553	2	9	188
Estimated Federal Government Share of Direct Payroll Costs....	35,847	4,278	3,718	1,732	1,149	8,487	14,928	660	492	28	276	1	4	94
Estimated Number of Men to be Hired Oct. 15 /60— May 31 /61	120,816	9,055	13,289	12,250	3,655	22,653	49,806	5,581	1,546	153	1,968	7	62	791
Estimated Man Days Work to be Provided Oct. 15 /60— May 31 /61.....	5,137,476	477,437	511,270	277,300	172,635	1,104,917	2,307,045	122,010	84,232	6,156	54,226	118	701	19,420
Number of Municipalities Participating in Program.....	2,162	131	221	409	62	364	765	67	41	8	40	2	5	47

N.B.—Cost figures shown in thousands of dollars.

Percentage of total payroll cost to total cost of projects undertaken during period of program. — 34.0.

All Provinces Participate

All of the provinces participated in the program. The Yukon and Northwest Territories also participated as did several Indian Bands.

In addition to the federal incentive payment, the provinces of Prince Edward Island, Ontario, Saskatchewan, Alberta and British Columbia made a further incentive payment toward accepted projects of 25 per cent of the direct payroll costs. The Province of Quebec contributed a further incentive of 40 per cent of the payroll costs in that province. In Manitoba the province contributed 25 per cent in respect of unemployed persons not entitled to unemployment insurance benefits who were engaged on projects under the program, and 50 per cent in respect of persons employed who had been in receipt of social allowances for a specified period.

A total of 7,365 applications from 2,162 municipalities were submitted by the provinces during the period of the program, of which 7,196 were accepted on behalf of the Government of Canada. The accepted projects called for an expenditure during the period October 15, 1960 to May 31, 1961, totalling \$212,960,000. The estimated direct payroll costs of these projects during this period were \$72,479,000, to which the estimated federal contribution was \$35,847,000. Work was provided on site for an estimated 120,816 men for a total of 5,137,467 man-days. In addition, substantial employment was provided through the manufacture of materials used on projects carried out under the program.

Detailed statistical information concerning the program is contained in Table 1.

Federal-Provincial Farm Labour Program

To assist the provinces in carrying out their farm labour programs, agreements for the year 1960-61 were entered into with each of the provinces except Newfoundland. Under these agreements, the federal Government and the provinces shared expenses incurred in organizing the more efficient use of manpower in agriculture and in recruiting, transporting and placing agricultural workers. The amounts allocated by the federal Government to the provinces under these agreements were: Prince Edward Island, \$5,000; Nova Scotia, \$9,000; New Brunswick, \$5,000; Quebec, \$20,000; Ontario, \$24,000; Manitoba, \$17,000; Saskatchewan, \$24,000; Alberta, \$50,000; and British Columbia, \$11,000.

It was again necessary to move large numbers of workers within the provinces to meet seasonal requirements. When the demand for workers could not be met within a province, arrangements were made to move workers between provinces to meet seasonal shortages. Details of the organized interprovincial movements are set out in Table 2.

TABLE 2—Interprovincial Farm Labour Movements During the Fiscal Year

Types of Movement	From	To	No. of Workers
General farm workers.....	Nfld., N.S., N.B.....	Ontario.....	332
Fruit pickers (students).....	Quebec.....	Ontario.....	12
Potato pickers.....	N.S., N.B.....	P.E.I.....	536
Sugar beet workers.....	Sask.....	Alta.....	774
Total.....			1,654

Movements of Workers Between Canada and the United States

By agreement between the Department of Labour of Canada and the United States Department of Labor, Canadian woods workers in Quebec and New Brunswick may be recruited by approved American employers under a quota arrangement. The present quota stands at 9,000.

The number of Canadian woods workers employed in the United States on specified dates during the period 1951 to 1960 are shown in Table 3.

TABLE 3—Numbers of Canadian Woods Workers Employed in the United States at Four Specified Dates During the Years 1951 to 1960, inclusive

	March 1	June 1	Sept. 1	Dec. 1
1951.....	5,848	4,570	6,324	7,495
1952.....	5,825	4,950	4,750	4,525
1953.....	4,100	3,670	3,848	4,875
1954.....	3,996	3,589	3,414	4,742
1955.....	3,833	4,893	5,978	7,548
1956.....	6,162	4,180	6,444	6,687
1957.....	4,455	5,582	3,962	2,666
1958.....	2,603	3,205	3,186	2,726
1959.....	2,067	3,247	3,637	3,905
1960.....	3,135	4,428	5,114	3,801

There is a very high turnover on these woods operations in the United States and men are crossing the border continually to take jobs. Therefore, the figures shown in Table 3 do not represent the total number of men who have been employed.

For many years, there have been seasonal movements of agricultural workers between Canada and the United States, such as the movement from Quebec and New Brunswick to assist in the harvesting of potatoes in Maine, and the movement of tobacco curers from the United States to Quebec and Ontario. In recent years, these movements have been placed on an organized basis through agreement with the United States authorities. Particulars of the movements carried out during the year are shown in Table 4.

**TABLE 4—Movements of Farm Labour Between Canada and the United States
During the 1959-1960 Seasons**

Type of Movement	From	To	Workers 1959 Season	Workers 1960 Season
Potato pickers.....	Que. and N.B.....	Maine.....	6,717	6,915
Maple sugar harvesters.....	Que.....	New England States.....	400	400
Bean harvesters.....	N.B.....	Maine.....	152	150
Tobacco workers.....	Southern States.....	Ont. and Que.....	2,680	3,402
Apple pickers.....	Que.....	New York.....	191	250
Apple pickers.....	N.B. and N.S.....	Maine.....	43	117
Apple pickers.....	Quebec.....	Maine.....	80	77
Apple pickers.....	Vermont.....	Quebec.....	94	114
Potato planters.....	N.B.....	Maine.....	174	297
Grain harvesters.....	Western States.....	Prairie Provinces.....	195	—
Totals.....			10,726	11,722

Forestry

Because of the importance of forestry as a basic primary industry, and its close association with agriculture in regard to manpower, the Special Services Branch maintains liaison with associations and employers in the forest industries with particular reference to their manpower problems.

Economics and Research

The Economics and Research Branch serves as a central agency to survey and analyze economic and social trends as they involve the labour force of Canada. Within the scope of its activity is the study of wages and working conditions, union organization, collective bargaining, employment and unemployment, particular occupations, and the training and utilization of manpower. The findings of its surveys and the analyses of basic studies are reported to the Government, to the International Labour Office, to other world organizations and to the general public. The activities of the Branch are divided into three broad categories and these are dealt with by the three Divisions: Labour-Management, Employment and Labour Market, and Manpower Resources. Each Division performs the dual function of compiling basic information within its own field of operation and conducting research dealing with the numerous labour problems which arise in the Canadian economy.

DURING the year the Branch continued its policy of refining fact-finding techniques and increasing the scope of its contacts with labour and management organizations and other agencies occupied in the education, placement and promotion of professional and skilled manpower. As a result, further improvements have been made in the presentation of information in periodical and special studies prepared by the Branch. Refinements are also reflected in the presentation of statistical analyses of wage rates and salaries, and the analysis of labour market conditions regularly released in the annual Branch publications or *The Labour Gazette*.

Most of the annual surveys of wage rates, salaries, and standard hours of work, working conditions in industry, and labour organizations, were expanded and improved. As a result, these surveys produced better and more useful information.

The system for processing the working conditions survey by electronic computer began in 1959 and was further developed during 1960, with the object of reducing data processing costs, achieving earlier publication dates, improving accuracy in the handling of statistics and providing more useful information. The working conditions report for 1960 was printed at an earlier date than in previous years. Still earlier publication dates are expected as a result of further planned improvements.

Development work was started on the conversion of the annual wage and salary survey to electronic computer techniques. It is expected that the 1962 wages survey data will be processed entirely by computer methods.

Branch officers maintained a close liaison with provincial agencies and certain foreign countries on a wide range of labour-management matters of common interest.

With the co-operation of industrial, commercial and educational agencies the Branch completed further studies in a planned series of publications dealing with professional and skilled manpower resources. One of the subjects of major importance is automation. The comparatively rapid rate of growth of automation in Canadian industry and commerce has intensified the need for more detailed research into its effects upon long-established occupational patterns at many levels of employment in office and factory.

Among the problems under continuous study are those of training and re-orientation of office staffs and skilled workers who are confronted with the new range of skills demanded by the introduction of electronic data processing machines.

Manpower Surveys

There was a significant increase in the accumulation of information concerning scientific and engineering manpower resources in Canada during 1960. This information, which is used to supplement the Register of Scientific and Engineering Manpower, is obtained by regular survey procedures.

Much attention has been given to the task of making the Register more complete. Considerable work was done in the revision of the classification system for surveys of engineering and scientific manpower. More effective arrangements were made with universities to supply information on graduating classes in science and engineering. Co-ordination of effort with such agencies as the National Research Council, the National Science Foundation, and the Institute of International Education, has produced valuable results.

The National Science Foundation (U.S.A.) has, for example, provided information concerning the number of Canadian citizens working in the U.S.A. The Institute of International Education (U.S.A.) also provides information concerning the number of Canadian citizens studying in the United States universities from its annual census of foreign students. Work has continued on the directory of Canadians studying in United States colleges and universities. Lists of such individuals are made available to employers and others, on request, as part of a program to encourage these persons to consider employment opportunities in this country.

The Branch has also continued its work in the production of monographs and film strips for the "Canadian Occupations" series. These monographs cover a wide variety of occupations and are designed to provide practical information for secondary school students, vocational guidance counsellors, employment service officers, personnel managers, union officials, and workers in the process of changing their occupations.

Labour-Management Relations

The Labour-Management Division conducts annual surveys of wage rates, salaries and standard hours of work, working conditions in industry, and labour organizations. The Division also maintains an extensive file of collective agreements, and conducts a monthly survey of current collective bargaining developments. Continuing surveys of strikes and lockouts and industrial accidents are also included in the Division's program. The results of these surveys are made available in the various publications of the Branch and in *The Labour Gazette*. An increasing volume of information has been supplied on direct inquiry.

In addition to the survey program, a number of research and exploratory studies dealing with a variety of labour-management problems, were prepared for government use. These included: studies of labour relations systems and developments in different provinces and certain foreign countries; studies in depth of certain working conditions in Canadian industry; and other studies and surveys which have served to assess the changing needs for labour legislation and to assist collective bargaining in industries under federal jurisdiction, particularly the railway industry.

Members of the Labour-Management Division attended three important conferences and meetings during the year. These were: the Universities-National Bureau of Economic Research Conference on Labour Economics held in Princeton, N.J., April 1960; the Interstate Conference on Labour Statistics held in Newport, R.I., June 1960; and the Canadian Political Science Associations meetings held in Kingston, Ont., June 1960.

Wage Rates, Salaries and Hours of Labour

The results of the 1959 survey of Wage Rates, Salaries and Hours of Labour were distributed to some 1,500 paying subscribers representing a substantial section of management and labour unions across Canada. Results of the annual survey are issued for the industries and communities surveyed in loose leaf form and later, as a bound volume.

The scope of the 1960 survey was enlarged by more than 3,000 establishments to provide a much greater coverage of the non-metal mining, transportation, communications, and service industries.

As in the past, information from the 1960 survey was supplied to hundreds of organizations, including such agencies as the Pay Research Bureau of the federal Civil Service Commission, various provincial governments, the International Labour Organization, the Primary Textiles Institute, and the Canadian Retail Federation.

Some changes were made in the forms and the processing of the wage rate survey. These changes had the effect of expanding and improving wage rate and salary information.

A major modification was introduced in the 1960 survey of wage and salary rates on a community basis. In previous reports, survey coverage on a community basis for office, maintenance, and service occupations, together with labourers, applied only to the manufacturing sector of industry. In the 1960

survey for these occupational groups, coverage was extended so that, in addition to manufacturing, the following major industrial groups were surveyed on a community basis: transportation, storage, communications and public utilities; trade; finance, insurance and real estate; and service. Each of the 52 community tables, to be published on the basis of the 1960 survey results, is expected to include wage and salary information for all industries surveyed in the community.

Intensive preparatory work was started to process the wage-rate survey on an electronic computer. Once completed, time will be saved in preparation and publication of wage-rate information, and improvements will be made in the construction of the index numbers of wage rates. In addition, the computer will increase the Branch's facilities for servicing the rapidly expanding needs for wage information.

Three studies were prepared during the year. One summarized wages, working conditions and collective bargaining developments in Canada in 1960, and was published in the February 1961 issue of *The Labour Gazette*. A second, which outlined the history, problems and techniques of the Occupational Wage Rate Survey, was presented by the Director of the Branch to the Statistics Conference of the Canadian Political Science Association, in June 1960. The third, an analysis of the relation between wages and prices in post-war Canada, was prepared for the Organization for European Economic Co-operation.

Studies were started to analyse labour costs, their role in the competitive position of Canadian industries, and the movement and causes of wage differentials in Canada. Consideration is also being given to the possibility of developing further data on the measurement of wage changes in Canada.

Working Conditions

The preparation of statistical information for inclusion in the report *Working Conditions in Canadian Industry, 1960* was again processed by an electronic computer.

The Working Conditions Survey, which is conducted annually, is based on a mailing list of approximately 22,000 industrial establishments having at least 15 employees on their payrolls.

In planning the 1961 survey, provision was made for the collection of information relating to pay for overtime work, the provision of severance or separation pay, bereavement and jury duty leave. Provision was also made for a continuation of the collection of information on normal hours of work, paid statutory holidays and paid vacations.

To eliminate duplication of survey activities the Branch continued to co-operate with two of the western provinces in the working conditions field.

Research was begun on the development of techniques for obtaining information concerning employer expenditures on non-direct-wage items, commonly referred to as "fringe benefits". Information of this kind is necessary to determine total labour costs. The first stage of the project, completed during the year,

involved a study of concepts, the classification of items and the development of definitions. Subsequent stages will include selection of items to be studied in depth, a pilot survey, and the development of a sample of firms for the survey.

A limited survey of sickness-absence provisions in selected Canadian industries was conducted. A summary of the survey results was compiled and a descriptive study, dealing with the main features of the plans as revealed by the survey, will be published in the near future.

Work went forward during the year on the preparation of a series of reports dealing with different aspects of working conditions. The first of these, *Shift Work and Shift Differentials in Canadian Manufacturing Industries*, was almost completed at the year's end. This report will be followed by a study on vacations with pay provisions in Canadian industry. An analysis of severance pay plans in Canadian industries is in the planning stage.

Members of the Branch continued to serve on a committee concerned with the co-ordination of work by the Branch and the Dominion Bureau of Statistics on the collection of statistical information dealing with the extent and characteristics of pension plans.

Industrial Injury Statistics

With the co-operation of provincial workmen's compensation boards, the Branch continued to publish, in annual and quarterly articles in *The Labour Gazette*, information on industrial fatalities.

Work designed to improve the statistical procedures of provincial workmen's compensation boards in the reporting of accidents was continued during the year. The adoption of common statistical practices is being sought so as to make possible the preparation of nation-wide statistics on non-fatal, as well as fatal industrial injuries.

The Branch has continued to act as clearing house for reports on elevator accidents. The object of this program is to assist provincial elevator inspection agencies in exchanging information on accidents requiring investigation in the various provinces. It was undertaken at the request of provincial elevator inspectors, through the Canadian Association of Administrators of Labour Legislation.

Co-ordination of Labour Statistics

Continuous liaison with the provinces on matters of mutual concern in the labour statistics and research fields was maintained through Branch participation in the Statistics Committee of the Canadian Association of Administrators of Labour Legislation. At the annual meeting of this committee, held in April 1960, a number of survey problems were identified, particularly matters affecting industrial coverage for wages and working conditions in relation to provincial needs. During the year, modifications were made to certain survey programs, to meet the statistical needs of both federal and provincial labour departments and simultaneously eliminate a duplication of approach to survey respondents. Modifications were also made in reporting procedures under the conciliation statistics program.

Collective Bargaining

During the year, the Branch continued to provide, through the pages of *The Labour Gazette*, an informative, month-to-month picture of major labour-management negotiations in Canada, naming unions and companies engaged in bargaining, and the progressive stages of negotiations leading to settlement. This information was supplemented by annual and semi-annual tables, that provided capsule summaries of the extent of the negotiations required to achieve agreement, and the wage settlements arrived at through collective bargaining. All agreements affecting 500 workers or more (except in the construction industry) were covered in this way. Officers of the Industrial Relations Branch assisted in the collection of information on this subject.

With a view to meeting the growing demand for a broader range of information on the developments in collective bargaining, the Branch held a series of discussions with representatives of labour and management. As a result of the discussions, plans were made to establish a systematic basis for continuing studies on the provisions of collective agreements in force in Canada.

Through the annual working conditions survey, information was made available for the first time on the proportions of office and non-office employees under collective agreements in various industries, with additional data on the manufacturing industry of each province.

For the 49th consecutive year, a survey was made of national and international union headquarters, central labour congresses, and independent local organizations. The data obtained from the survey were published in *Labour Organizations in Canada, 1960*. This handbook contains statistical tables on union membership, a comprehensive directory of labour organizations with names of their principal officers, publications, and the distribution of union locals. To supplement this information, the Branch published statistical tables in *The Labour Gazette*, showing the distribution of union membership in Canada by industry, province, and labour market area. These tables were based on another survey directed to nearly 7,000 individual union locals across the country.

Strikes and Lockouts

Detailed statistical information concerning strikes and lockouts was published each month in *The Labour Gazette*. This material was compiled from periodical reports provided by the Unemployment Insurance Commission. Another edition in the annual series, "*Strikes and Lockouts in Canada*", was completed for publication.

Correspondence and Reports Service

Approximately 1,450 inquiries were dealt with during the year. Sixty-five per cent of the inquiries were concerned with various aspects of wage statistics. In addition, there were inquiries of a specialized nature and others requesting occupational information not dealt with by the Correspondence and Reports Section. Such inquiries were processed by specialists within the Branch.

Material on labour matters was prepared for the *Canada Year Book* and for the official handbook *Canada 1960*, both published by the Dominion Bureau of Statistics.

A substantial amount of statistical information was also compiled for the International Labour Organization *Year Book of Labour Statistics*, including the co-ordination of data provided by the Dominion Bureau of Statistics and the Department of National Health and Welfare. A special report was prepared for the ILO on pension plans, extra rates of pay for shift work, and overtime, in the chemical industry in Canada.

Special material was prepared for the United Nations *Report on the World Social Situation*. This material covered matters relating to industrial relations, employment and unemployment, and conditions of work, including legal provisions.

Manpower Resources

The Manpower Resources Division is concerned with the planning, direction and development of research into the nature of changes in Canadian manpower supplies and requirements. This research is a continuous process, involving specialized studies concerning the causes of the changes in supply and demand, and assessment of the implications of these changes in ways that will lead to the diagnosis and solution of problems in the area of manpower training and utilization.

The ninth edition of *Working and Living Conditions in Canada, 1960*, was in great demand at home and abroad among the general public, immigration officials and other specialists with related working interests. This publication, a 72-page illustrated booklet, is designed to provide information of practical interest and positive value to prospective immigrants. It was prepared in collaboration with the Department of Citizenship and Immigration and, under the auspices of that Department, translated into eight languages with a total distribution approaching 150,000 copies.

Professional Manpower

In continuity with previous operations, further work was accomplished in the tabulation of fresh data on Canada's professional manpower resources. This information was obtained from the fifth annual survey of a representative sample of engineers and scientists; replies being received from 17,500 persons. The results of the survey were incorporated in the Register of Scientific and Technical Personnel. A further expansion of the Register's coverage was made with the inclusion of 3,700 persons in the 1960 university graduating classes, and 2,300 qualified engineers not previously included.

Considerable additional information was obtained concerning the location, employment, salaries, and post-graduate training, of scientific and engineering personnel. There was a steady growth of interest in these surveys on the part of various groups working in this field.

During the year, arrangements were made by the Branch to co-ordinate its survey program with those of the Royal Architectural Institute of Canada and the Chemical Institute of Canada.

A preliminary report, *Employment and Earnings in the Scientific and Technical Professions, 1959* was published in May 1960 and released for distribution to 22,000 engineers and scientists on the survey mailing list.

A Directory of Canadians Studying in Higher Institutions in the United States, 1959-60 was published during the year. New information is being collected continuously to maintain this Directory as a current source of reference.

During the year, the Seventh Biennial Survey of Requirements for Professional Personnel was completed. The final report dealing with this survey is Bulletin No. 8 in the Professional Manpower Bulletin series, *Employment Outlook for Professional Personnel in Scientific and Technical Fields, 1960-1962*.

In reply to a forty-page questionnaire, a report, covering the demand for, and supply of, scientific and technical personnel, was prepared and forwarded to the Organization for European Economic Co-operation.

A member of the Professional Manpower Section represented the Branch on the Survey of Special Vocational Training for Unemployed Persons, conducted in Alberta and Saskatchewan. A second study was completed during the summer of 1960, and a preliminary report was compiled.

An analysis and final report of the annual survey of engineering and scientific professions was completed and made ready for publication as Bulletin No. 9 in the Professional Manpower series, under the title of *Engineering and Scientific Manpower Resources in Canada: Their Earnings, Employment and Education, 1959*.

Skilled Manpower

A considerable amount of research was carried out during 1960 in the general field of technological change. The Branch has continued to study the employment and occupational effects of technological change in industry and in the office. Reports were published on the manpower effects of technological change in the automobile and parts industries, and the ways in which workers in five skilled trades acquired their skills. A comprehensive report, entitled *Technological Changes and Their Impact on Employment and Occupations*, which integrated the research findings obtained from the studies conducted to date, was presented to the Special Senate Committee on Manpower and Employment. The general interest shown in these reports has further emphasized the importance of continued research of this kind.

The first phase of a general survey to gather information on the extent, growth, and effects of electronic data processing equipment in Canadian business and industry, was completed. This phase was dealt with by means of a questionnaire which was mailed to all known computer users in Canada. A report, based on the data collected, has been published in the Skilled Manpower series under the title, *Technological Changes and Skilled Manpower: Current Status of Electronic Data Processing in Canada, 1960*. The second phase of this project will

involve field interviews with a sample of computer users. The purpose of the interviews will be to determine the effects of office automation on employment, occupation and organization.

Information was gathered for the preparation of a report concerning electronic data processing occupations. The report is intended to cover such topics as duties, qualifications, training and general outlook for each occupation. The information on this aspect of automation is based primarily on data obtained from a case study being conducted in a large insurance company.

A considerable amount of work was done on the development of data on broad occupational trends, and plans were completed to study the changing occupational structure of specific industries. This information will assist in the analysis of future requirements for different occupations. It will also help to indicate the general directions in which training facilities should be developed.

An exploratory field study, dealing with the impact of technological change on manpower in the railway industry was completed during the year. This was designed to test the feasibility of conducting a full-scale study of that industry and to delineate appropriate areas of research.

These studies are part of the Skilled Manpower Training Research Program, which began in 1956 as a result of discussions with provincial training authorities and labour and management groups. The program has followed three main avenues of investigation: the extent and nature of technological changes in industry and their effects on skilled manpower requirements and training needs; how selected groups of skilled workers have acquired their competence; and the extent of public and industrial training facilities in Canada.

Complementary work in the Skilled Manpower Research Training Program proceeded in the Vocational Training Branch with the preparation of reports on Canada's publicly operated technical training facilities. An additional report, No. 7 in the Skilled Manpower series, was issued during the year under the title, *Training Programs and Courses for Canadian Government Employees*.

Occupational Information

There was an increase in the demand for the Canadian Occupations series of monographs during the year. This was partly due to the favourable reception of the monographs in a new format.

Plans for the revision of existing monographs, to conform with the new format and organization of the series were put into operation. Revision of *Electrical and Electronics Occupations*, which combines *Electrician and Technical Occupations in Radio and Electronics*, and revision of *Careers in Natural Science*, were undertaken during the year.

Monographs and Filmstrips

The monographs *Careers in Engineering* and *Printing Trades* were revised and issued in the new format, the French editions of which are in process of completion. Two filmstrips, *Careers in Engineering* and *Careers in Natural Science*

were completely revised and reproduced in colour. The filmstrip *Teacher* (English version) was released during 1960 and work was undertaken to prepare the French version.

Filmstrips produced some years ago are now becoming obsolete and they will be revised where necessary.

The first filmstrip produced in colour for the Canadian Occupations series, *Medical Laboratory Technician*, was nominated for award in the social studies category at the 1960 American Film Festival, sponsored by the Education Film Library Association of New York. This is the second time in two years that a Department-sponsored filmstrip has received similar recognition, the first being *Draughtsman*, in 1959.

During the year nearly 9,000 occupational monographs were distributed in response to individual requests. Approximately 108,000 monographs were sold by the Queen's Printer for distribution by the provincial Departments of Education, the National Employment Service, the Department of Citizenship and Immigration, and to individual buyers.

Since the inception of the program, 5,996 filmstrips have been sold, 1,383 of these during the year.

Employment and Labour Market

In accordance with its regular program, the Employment and Labour Market Division prepares regular reviews of present and future labour supplies and requirements by areas and industries. The Division also prepares regular reports based upon studies of employment, productivity, mobility, seasonal influences and related employment problems.

Information on economic trends was continually analysed for evaluation of the economic outlook, with particular reference to employment and unemployment developments. Studies on the characteristics and trends in labour supplies were also conducted during the year.

Preparation of reports indicating the characteristics of regional and national trends in the labour market is another continuous and important Branch activity. Reports were prepared every month for publication in *The Labour Gazette*, and consisted of statistical data and analyses defining changes in the labour market situation in Canada as a whole, in five economic regions and over 100 local labour market areas.

The analysis of employment and unemployment trends, which appears monthly in the joint press release of the Dominion Bureau of Statistics and the Department of Labour, was also prepared in the Division. This material is also published each month in *The Labour Gazette* and supplemented every quarter (since June 1960) by a more detailed regional report on current labour market developments. An annual review of manpower developments for the previous calendar year was published in the February 1960 issue of *The Labour Gazette*.

At the request of the Secretary General of the United Nations a report on economic developments in Canada during 1960 was completed and forwarded to

that organization. A comprehensive review of the same subject was also published in the Canadian *Monetary Times*. Research data obtained from a Branch study of resources developments in the Prairie region were published in *The Labour Gazette* and reprinted by the Alberta Bureau of Statistics.

Reviews on the outlook of the Canadian economy were prepared for the use of the Department of Citizenship and Immigration. A summary of the report of the Rand Royal Commission on Coal was prepared for the use of the Department of Labour. A specialized review of coal mining in Western Canada was also prepared.

Labour Market Research and Development

Research into labour supply and the mobility of the labour force was continued during the year, with particular reference to the primary industries, women, and older workers. The following material was prepared from labour market research and development data and published during the year: "*Seasonal Unemployment in Canada*", published in *The Labour Gazette* and reissued as a reprint; "Women as Part-Time and Part-Year Workers", published in *The Labour Gazette* and reissued as a reprint; "Trends in the Agricultural Labour Force in Canada" published in *The Labour Gazette*; "Occupational Histories of Married Women Working for Pay in Eight Canadian Cities", a report prepared with the co-operation of the Dominion Bureau of Statistics and the Women's Bureau.

Sample population surveys were carried out in co-operation with the provinces of New Brunswick and Nova Scotia. The purpose of these surveys is to determine work patterns and unemployment patterns, especially those of a seasonal nature, in areas having high levels of unemployment.

The Director of the Branch and the Chief of the Division served on the Inter-departmental Committee on Unemployment Statistics which developed a definition of unemployment for official government statistics. A member of the Division served as Secretary of the Committee.

A thorough analysis was made of the agricultural labour force in Canada.

Labour Gazette

The Labour Gazette Branch publishes, by authority of Parliament (Sec. 4, Department of Labour Act, R.S.C. 1952, c. 72), "The Labour Gazette", the official journal of the Department. The monthly magazine, now in its 61st year of publication, is produced in both English and French editions. The purpose of the journal is to disseminate accurate statistical and other information relating to the conditions of labour. The Branch also supervises the Department's press clipping service.

DURING the year, *The Labour Gazette* published a three-part article on "Seasonal Unemployment in Canada." This was later reprinted as a separate booklet. Another special series of articles begun during the year was titled "Labour Legislation of the Past Decade." By the end of the year, four instalments had appeared; the series is to continue in the next fiscal year, and, when complete, will be reprinted as a booklet.

The article on seasonal unemployment, prepared in the Economics and Research Branch in conjunction with the Unemployment Insurance Commission and the Dominion Bureau of Statistics, was carried in the May, June and July numbers. It dealt with seasonal variations in employment and unemployment, characteristics of the seasonally unemployed, and steps to deal with seasonal unemployment.

The series of articles on labour legislation of the past decade is a review of the most important developments in labour law during 1951-60. It is intended to supplement the article, "Fifty Years of Labour Legislation in Canada", that appeared in *The Labour Gazette's* 50th Anniversary Issue (September 1950) and which described the most important labour legislation in each decade, prepared by the Legislation Branch, from 1900 to 1950. The series began in the December number, and instalments appeared in the January, February and March numbers. Subjects covered up to the end of the year were: labour standards (minimum wages, hours of work, vacations with pay, public holidays, weekly rest, school attendance and employment of young persons, protection of wages, notice on termination of employment, fair wages), private employment agencies, anti-discrimination laws (fair employment practices, fair accommodation practices, equal pay), workmen's compensation, and industrial safety and health (factories legislation, elevators and lifts legislation).

The "Employment Review" that was begun in the June 1959 number had to be temporarily curtailed during the year. Beginning with the July number, the report of the manpower situation in Canada's five regions, "Manpower Situation in Local Areas," was converted from monthly to quarterly publication.

The 60th anniversary of the founding of *The Labour Gazette* was marked by a special article in the September issue.

In addition to the reprinting of "Seasonal Unemployment in Canada," the following reprints were arranged for: "Women as Part-Time and Part-Year Workers," "Women in Retail Stores" and "Graduate Training in Business for Women" (one reprint), "Distribution of Union Membership in Canada," and "Two Broadcasts on Older Worker Problem."

The Labour Gazette continued to carry articles on those subjects that are within the jurisdiction or field of interest of the Department: conciliation proceedings, vocational and apprenticeship training, activities of the International Labour Organization, rehabilitation of disabled persons, proceedings before the Canada Labour Relations Board, industrial fatalities, labour legislation, women in industry, operation of and decisions of the Umpire under the Unemployment Insurance Act, fair wage clauses in government contracts, and strikes and lockouts.

Reports were published on the 6th Session of the ILO Petroleum Committee, the 44th International Labour Conference, the 31st Annual Meeting of the Canadian Chamber of Commerce, the 43rd Annual Meeting of the Canadian Construction Association, the National Business Conference on Employment, and the 92nd (British) Trades Union Congress.

The annual report and a later special report of the Unemployment Insurance Advisory Committee were printed in full in *The Labour Gazette*.

Staff members attended and prepared reports on the 3rd Constitutional Convention of the Canadian Labour Congress, the 18th Annual Conference of the Personnel Association of Toronto, the 89th Annual Meeting of the Canadian Manufacturers' Association, Laval University's 15th Industrial Relations Conference, McGill University's 12th Annual Industrial Relations Conference, the 12th Meeting of the Apprenticeship Training Advisory Committee, the 31st Meeting of the Vocational Training Advisory Council, the 39th Annual Convention of the Canadian and Catholic Confederation of Labour, the 4th Annual Convention of the Ontario Federation of Labour, the 6th Meeting of the Advisory Committee on Professional Manpower, the 5th Annual Convention of the Quebec Federation of Labour, the 16th Convention, Professional Association of Industrialists.

Circulation

Average monthly circulation during the year was 14,154, an increase over the 1959-60 average of 13,158. Of this number, 11,527 were in English and 2,626 in French, and 6,762 were paid subscriptions and 7,391 complimentary. Of the average monthly English circulation, 5,482 were paid subscriptions; 6,045 complimentary. Of the average monthly French circulation, 1,280 were paid subscriptions, 1,346 complimentary. The subscription rates remained unchanged.

The Branch continued to produce daily the "Labour News Digest," a condensation of press stories on labour subjects for distribution to Departmental officials.

Information and Publicity

The Information Branch provides a wide variety of information, publicity and promotion services for the Department and associated agencies, including the National Employment Service and the Canada Labour Relations Board in line with the Department's policy of keeping the public and the press fully informed on the legislation it administers and on all federal activities in the labour field. In carrying out its promotional activities the Branch uses all media and publicity outlets, including newspapers, magazines, radio, television, films, direct mail, posters, billboards and transit advertising. It creates almost every form of advertising and publicity material to cover these media, from newspaper cartoons to film scripts. The Branch is also required to carry on systematic liaison with industrial groups involved with departmental promotional programs.

A GAIN, during the year, much of the Branch's work was concerned with the development of the Winter Employment Campaign and a considerably expanded publicity program was carried out.

This publicity program was directed to support measures introduced during the fall and winter of 1960-61 to promote the "Do It Now" winter work campaigns organized in 170 cities and towns across the country. The program helped publicize such measures as the extension of Home Improvement Loans, Farm Improvement Loans, the expanded Municipal Winter Works Incentive Program, the modified regulations under the National Housing Act and the new Small Business Loans.

Another major effort of the Branch during the year was a publicity program to support the Department's expanded role in the field of technical and vocational training.

In conjunction with this program, the Branch prepared a variety of publicity material to be used in the observance of Commonwealth Technical Training Week in Canada.

Older Workers

In order to reach supervisors, foremen, personnel officers and management directly concerned with hiring, the Branch sought the co-operation of trade publications. Several of these carried articles and editorials pointing out the employability of workers over 40.

In co-operation with the Older Workers Division of the Civilian Rehabilitation Branch, two radio programs were prepared and presented on the 79 stations carrying the Branch's radio program, "Canada at Work." The talks, given by representatives of the Department, were later published in *The Labour Gazette*, and re-prints in English and French were widely distributed.

Work continued on the analysis of replies from Canadian employers to letters sent out by the Minister requesting information about their current employment practices with regard to older workers. On completion, the analysis will provide detailed information specifically related to actual employment practices.

By arrangement with an association of private radio and television stations, television clips and radio spots on behalf of older workers, prepared by the Branch, were broadcast during the fall and winter.

Arrangements were once again made with the Outdoor Advertising Association of Canada to carry posters on the employment of older workers on available empty billboard space during the year as a public service. The number of billboards made available was 1,200 English and 300 French, compared with 800 English and 200 French the previous year.

The film "Date of Birth", which was produced several years ago by the Branch, was re-circulated through the co-operation of the Canadian Chamber of Commerce, and screenings were held across the country for local Chambers of Commerce and Boards of Trade. For use with the film, a speaker's guide entitled "The Problem of the Older Worker" was prepared by the Branch.

Training Publicity

The passing of the new Technical and Vocational Training Assistance Act in December resulted in a greater emphasis on training publicity during the latter part of the year.

Coinciding with this came the decision that Canada observe Commonwealth Technical Training Week from May 29 to June 4, 1961. The Branch played a major role in drawing up the objectives, and in organizing and planning a program for the Week in co-operation with the provinces. Commonwealth Technical Training Week was originally proposed by the Duke of Edinburgh, and was observed simultaneously in many Commonwealth countries.

Publicity material prepared in French and English by the Branch included about 1,400,000 pamphlets entitled "Why Bother to Graduate" for distribution by the Provincial departments of education and the Department of Youth in Quebec to all students in grade 8 and secondary schools. The same quantity of another pamphlet, "Education, Training and Employment", was distributed through the schools to parents.

About 60,000 posters were produced for use in all secondary school classrooms, reminding students of the advantages of graduating from apprenticeship programs, vocational, technical and academic high schools, trade schools, institutes of technology and universities.

Two public service television clips and a series of radio spots were distributed to all private and public television and radio stations, urging young people to get as much education and training as possible before seeking their first jobs.

A film, "You Can Go A Long Way", sponsored by the Sun Life Assurance Company in co-operation with the Department, was produced under the supervision of the Branch. This film, based on a script written by the Director of the Branch, was scheduled for premiere during the Week in many schools with the co-operation of the provincial governments, and will be circulated to the remainder of the secondary schools during the next school year.

A reference manual containing indexed articles and items related to education, training and employment was prepared by the Branch. More than 6,000 copies were distributed by the provinces and the Branch to interested persons and organizations.

During February and March, members of the Branch carried on almost constant liaison with provincial government officials, weekly and daily newspapers, radio and television stations, the Canadian Broadcasting Corporation, the National Film Board, the Canadian Manufacturers Association, Canadian Federation of Mayors and Municipalities, The Canadian Council of Women, Canadian Construction Association and other organizations and individuals interested in the observance of Commonwealth Technical Training Week.

The "Do It Now" Campaign

The Canada Winter Employment Campaign, which has come to be known as the "Do It Now" campaign, was carried on for the sixth consecutive winter. Designed to increase economic activity and, thereby, employment during the winter months, it is organized each year by the Department of Labour in co-operation with the Unemployment Insurance Commission.

Publicity and advertising efforts, handled by the Branch at the national level, were greatly expanded during the fall and winter. They were designed to give the greatest possible support to local offices of the National Employment Service and to local Employment Committees since the effectiveness of the campaign depends largely on the co-ordinated efforts undertaken by communities on their own behalf. At the national level, efforts were made to encourage business and industry to arrange more advertising and publicity in the winter, in their own interests as well as in the interests of the campaign.

The "Do It Now" campaign, publicized a variety of ways and the advantages of having as much work as possible done during the winter when men and materials are readily available.

The campaign message, directed at business, industry and the general public, emphasized the theme of interior improvements such as redecoration, renovation, repair and maintenance. It also publicized the advantages of outside winter construction.

Increase in Improvement Loans

The Branch carried on an extensive advertising campaign inviting Canadians to take advantage of the expanded Home Improvement Loan program. Strong promotional support was given by the chartered banks of Canada and by lending agencies specializing in building supply loans.

A comparison of the winter months from November to March with the corresponding months of the previous winter indicated an increase of 63 percent in the number of NHA home improvement loans granted and 115 percent in the total dollar value of the loans.

Similarly the heavy promotion of the Farm Improvement Loan program and the Municipal Winter Works Incentive program had a beneficial effect on the winter economy.

In the field of national advertising the Department of Labour received a great deal of sponsored support from the daily and weekly press, the CBC and the large magazine publishing houses. One leading trade magazine conducted for the third successive year a contest for the title of "Building Supply Dealer of the Year", based to a large extent on their efforts to increase winter business. This contest was arranged in consultation with the Department and one of the judges was the Director of the Branch. In addition, national associations of all types provided assistance in a variety of ways.

Canada-wide Coverage

Extensive liaison was conducted by the Branch involving the country's largest national manufacturers, distributors, national advertising agencies, and the chartered banks.

Special emphasis was placed on liaison with companies whose products or services stood to benefit from the creation of a favourable winter economy. In these cases companies were encouraged to carry on aggressive and vigorous winter programs tied in with the "Do It Now" campaign, and to take advantage of the market being preconditioned by the campaign. The result was that the number of companies, particularly in the building supply and allied fields, which promoted their products during the winter was higher than in previous winters.

A great deal of assistance was provided by many firms which co-operated generously by arranging for the Department's TV slides, radio spots and "Drop-in" material to be carried wherever possible in the media they used. Many also reported that posters and other printed materials were given nationwide coverage in their plants, offices and on their vehicles.

More than three million pamphlets were prepared and distributed by direct mail to all householders across the country, and through the efforts of local NES offices and winter work committees.

The Post Office Department co-operated with the Branch by using the "Do It Now" slogan on all envelopes going through their cancelling machines. Many industries and businesses also carried the same slogan on their postage meters, or used "Do It Now" stickers on their letters. Envelope stuffers carrying the winter work message were distributed widely in pay envelopes and with public utility bills.

Approximately one-quarter million posters and streamers were produced in a variety of sizes and directed in bulk to the UIC head office who in turn distributed them across the country through local NES offices. The Branch also printed some 2,000 billboard posters which were used on a public service basis through the co-operation of the Outdoor Advertising Association of Canada.

Several other forms of "Do It Now" printed material were prepared by the Branch. These included restaurant place mats, brochures describing the campaign and literature explaining how companies with a vested interest in winter sales could tie in with the campaign to their own benefit.

Promotional film clips on the campaign developed by the Branch, were shown in hundreds of movie theatres across the country.

Support For the Campaign

Although it is impossible to calculate the exact monetary value of the national support given the "Do It Now" campaign, it has been estimated that the program generated at least three million dollars worth of publicity. Of this amount the overall government appropriation for publicity and paid advertising was approximately \$325,000.

At a local level the support given the campaign this winter far exceeded that of last year's estimated figures. Reports from nearly 200 National Employment Services local offices across the country indicated the following publicity provided by other than government sources: 1,350 newspaper pages of sponsored advertising, 4,227 news items, 669 editorials, 522 cartoons in local newspapers, 36,456 radio spot advertisements sponsored by local businesses, 24,354 minutes of locally sponsored radio program time, 7,933 television spot advertisements and 6,559 minutes of sponsored television program time.

"Canada at Work"

In sustaining the Department's weekly radio program "Canada at Work", which is carried free of charge by independent radio stations across the country as a public service, the Branch produced broadcasts on such subjects as winter employment, professional manpower, rehabilitation, racial and religious tolerance, vocational training and the employment of older workers. A series of four broadcasts urging young people to complete their education to fit themselves for better employment opportunities was used in conjunction with a similar series used in the previous year. The combined total number of requests for these scripts for these two years was 25,527. Some 40,000 scripts of all broadcasts were distributed during the year.

Broadcast regularly since 1942, the program brings current information on labour and related topics before the public. At the year's end, 79 English-language radio stations were carrying the program each week. During the winter, 26 French-language stations carried a series of six broadcasts on the main subjects covered by the regular English program.

In addition to collecting material, writing scripts and editing recordings, the Branch recorded most of the broadcasts with its own equipment.

Various Other Projects

An advertising campaign in newspaper and magazines was again carried out to promote the sale of Canadian Government Annuities. The Branch was responsible for the design, layout and copy for these advertisements as well as for the choice of media.

A brief digest of current labour and industrial topics, "2 Minutes of Employment Facts," printed in English and French, was distributed to employers and employer groups, labour unions and others interested.

Two films on the rehabilitation of the handicapped produced in previous years, one on the employment of the handicapped and the other on community aspects of rehabilitation, were continued in circulation. The Branch prepared and manned an exhibit for the 8th World Congress of the International Society for the Welfare of Cripples in New York. The exhibit, produced in co-operation with the Department of National Health and Welfare and the Department of Veterans Affairs, illustrated Canada's national rehabilitation program to this international group of experts. The Canadian Council for Crippled Children and Adults undertook to pay the cost of transporting and erecting the exhibit.

During the year the Branch also produced a booklet containing the scripts of six broadcasts on Rehabilitation of the Disabled which had been previously heard on the Department's "Canada at Work" program.

Circulation of the Department's series of seven films on industrial safety and accident prevention was also continued. This series was produced in past years to carry out the Department's policy of assisting provincial governments and safety agencies working in the field of accident prevention.

The Department again assisted the National Film Board financially in the operation of an Industrial Film Preview Library as a service to employers and trade unions. The Library makes it possible for them to see and assess films on a variety of industrial subjects from all over the world, so that they may purchase or rent those best suited to their needs. Films for inclusion in the Library are previewed and selected by the Branch. The Branch prepared a comprehensive index by subjects for a new catalogue of this film library.

Labour Legislation

The Legislation Branch is a research branch engaged in the study of legislation, in Canada and other countries, that concerns the relations between employers and trade unions; prescribes minimum standards in such matters as wages, hours of work or annual vacations or establishes rules governing the working environment for the protection of the employees' health and safety, provides compensation for accidents, regulates training of apprentices and certification of tradesmen, or seeks to prevent or remedy discrimination in employment on grounds of race, colour, religion or national origin. It is the function of the Branch to make comparative studies of the ways in which the legislative bodies in Canada have dealt with these subjects and on occasion also to examine what other countries, where conditions are comparable, have done about them. Necessarily related is the study of the court cases in which such laws are interpreted, the representations made by labour and management organizations to governments to make changes in the laws, reports of administrative authorities on their operation, and inquiries of Royal Commissions or other bodies into their effectiveness.

A STUDY of the important developments in labour legislation in Canada in the past decade was a major project during the year. The results of the study are being published in a series of articles that began in the December 1960 issue of *The Labour Gazette*. The first five parts in the series, dealing with labour standards, private employment agencies, anti-discrimination laws, workmen's compensation, and industrial safety and health, had been published by the end of the year. The series, which will be completed in the next fiscal year, will also include a review of apprenticeship and tradesmen's qualification legislation and legislation dealing with labour relations and trade unions. Reprints will be available.

As in other years, the Branch published in the Labour Law section of *The Labour Gazette* monthly reports of regulations issued under federal and provincial labour laws and reviews of selected court decisions dealing with labour matters. Four articles dealt with the labour legislation enacted in Canada in 1960: "Changes in Workmen's Compensation Laws" (July 1960); "Industrial Health and Safety Legislation, 1960" (September 1960); "Labour Standards Legislation Enacted in 1960" (October 1960); "Labour Relations Legislation in 1960" (November 1960).

Annual Bulletins

A pamphlet entitled *Provincial Labour Standards*, dated December 1960, was issued during the year. This is an annual bulletin which sets out the standards in effect under provincial laws for compulsory school attendance and minimum age for employment, public holidays, weekly rest day and annual vacations and also the requirements of equal pay and fair employment practices laws. The minimum wage rates and the maximum hours of work or overtime pay requirements are given in tabular form for the main fields of employment. Tables of benefits under workmen's compensation laws are also included.

Another annual bulletin issued during the year was, *Workmen's Compensation in Canada*, dated October 1960. This bulletin describes the principles common to provincial workmen's compensation Acts, and points out differences as well as setting out in detail the benefits payable in each province to injured workmen or, in fatal cases, to their dependants. Both bulletins are available in English and French.

Through the courtesy of provincial governments, the Branch obtains from the Clerks of the Legislative Assemblies copies of all bills introduced as well as copies of Votes and Proceedings. During the 1961 legislative sessions the Branch prepared a series of mimeographed reports entitled *Current Report on Legislation Affecting Labour Introduced in Parliament and the Provincial Legislatures*, summarizing briefly the contents of bills dealing with labour matters and tracing their progress until they were dropped or became law. These reports were distributed to government labour officials and were made available to any interested person on request.

The Branch also provides a reference library service with respect to federal and provincial statutes and maintains a historical file of regulations issued under federal and provincial labour laws.

Reports and Memoranda

During the year memoranda on a wide variety of questions relating to labour law were prepared in answer to specific requests from governments in Canada and abroad and from unions, business firms, students and others. Where a question related to specific rights or obligations of an employer or employee under a labour enactment, the inquiry was referred to the administering authority. Because of the complexity of administration of labour laws in a federal state, considerable use is made of this referral service.

A number of reports were prepared during the year on various phases of labour law in Canada in connection with Canada's participation in the International Labour Organization and the United Nations. Among these were reports to the International Labour Office on the state of law and practice in Canada with respect to the provisions of the ILO Conventions on minimum wage fixing, weekly rest in industrial undertakings and hours of work in industrial undertakings. A

member of the Branch contributed to the report made by Canada on the Convention dealing with minimum standards in social security. A report on Canadian legislation affecting human rights was prepared for publication in *The Yearbook on Human Rights* published by the United Nations.

Other Services

A member of the Branch serves as the Secretary-Treasurer of the Canadian Association of Administrators of Labour Legislation. The Association was organized in 1938 to provide a medium for the exchange of information about the administration and enforcement of legislation, to encourage the best possible standards of law enforcement and administration, and to bring about greater uniformity in labour legislation. The membership includes the federal and provincial departments of labour and other government agencies administering labour laws. The provincial governments pay an annual fee. The Federal Department, in addition to providing the services of a secretary-treasurer, assumes the cost of reporting and distributing the proceedings of the annual conference for the use of the members.

The 19th annual conference of the Association was held in Victoria, B.C. from September 27 to 30, 1960. The program included a general session on recent legislative and administrative developments in all jurisdictions and two sectional meetings carried on simultaneously on problems arising out of the administration of labour relations and labour standards legislation.

Government Employees Compensation

The Government Employees Compensation Branch administers the Government Employees Compensation Act (R.S.C. 1952, c. 134 as amended by R.S.C. 1952, c. 323 and 1955, c. 33), originally passed by Parliament in 1918, under the provisions of which compensation is payable to federal employees who are injured while in employment. Dependants of those who are fatally injured also are beneficiaries. Injured employees also receive free medical treatment and hospital accommodation, as required. The Workmen's Compensation Commission of Quebec and the Workmen's Compensation Boards of the other nine provinces receive, process and pay federal employee claims under a long standing federal-provincial arrangement. The scales of benefits of provincial Workmen's Compensation Acts apply. The Branch is responsible also for promoting safe work practices throughout federal government employment.

ALTHOUGH approved claims under the Government Employees Compensation Act for the year ended March 31, numbered 17,599, up 338 from the year before, the accident rate in many departments, agencies and Crown companies showed an improvement. Eight of eighteen departments, six of eleven agencies and four of seven Crown corporations had fewer accidents.

Accidents to employees of the Post Office Department and the Department of Northern Affairs and National Resources accounted for most of the increase.

More outdoor work in national parks and other isolated areas explains the greater number of accidents to Northern Affairs and National Resources employees. The Post Office averages a three per cent gain in employment each year and it might be as high as five per cent in the letter carrier category because of the steady expansion of mail delivery service. An accident prevention program in Montreal has borne good results and it is expected that this could be extended to other large centres.

As in past years, most claims were for minor injuries not involving layoffs from work or, if there were layoffs, for only a day or so. There were 11,399 "medical aid only" claims, representing about 65 per cent of the total. The 6,151 lost-time cases, in which absence from work ranged from a week up to many months, represented approximately 35 per cent. Of the lost-time claims, 3,264 were made by civil servants and some salaried employees of Crown corporations and agencies who received full pay while off duty, and the remaining 2,887 by employees who received compensation at the rates prevailing under Workmen's

Compensation Acts in the provinces in which they are usually employed. The ratio of one accident claim per 13 employees was roughly the same as for several past years.

Disbursements for compensation, medical treatment and hospital accommodation increased in the year as a result of the higher benefits approved in amendments to provincial Workmen's Compensation Acts.

Federal and Provincial Compensation

When the federal Act was passed in 1918, the principle agreed upon was that federal Government employees should receive the same rate of compensation as paid under the provincial Acts to other workers. That has been the policy ever since. So, when provincial legislative assemblies pass amendments increasing benefits under their respective Workmen's Compensation Acts, the increases are applicable to federal employees.

In view of this and under a long-standing arrangement, federal employee claims are adjudicated by the provincial Workmen's Compensation Boards (Commission in Quebec) and payments are made from federal funds on deposit with each provincial authority.

At the end of the year there were 1,527 employees and dependants in receipt of pensions.

There always are a number of accidents to federal employees that are due to conditions beyond the control of Government departments, Crown corporations and agencies, such as falls on defective paths and stairs situated on private property, traffic accidents, etc. In the year 443 claims were made against third parties responsible, and \$30,432 was collected to cover cost of compensation.

Safety Precautions

The accident prevention programs in the various establishments increased in tempo. More safety officers are being appointed and there is a greater attendance of department officials at safety rallies and conferences.

The Safety Manual for Government Departments and Crown Agencies was reprinted to meet the continuing demand for this book.

The first four booklets of an Accident Prevention Series in English and French were produced during the year. This series will continue in the new fiscal year with other booklets and leaflets. They are prepared for the purpose of pinpointing the risks in specific areas of activity and to suggest the safeguards.

Several departments have begun the issue of their own safety manuals dealing with their special problems.

The review of accident claims by the Safety Adviser is having the desired result of stimulating accident prevention interest. Some of his recommendations have resulted in excellent interdepartmental co-operation.

Accident reports sent to headquarters noting accidents to employees in scattered branches has resulted in a number of safety recommendations to prevent as far as is possible, such accidents from happening again.

The Safety Adviser is continuing safety inspections talks and discussions, as well as generally assisting establishments with their safety problems.

More Fatal Accidents

Although, as stated, the accident situation in the Public Service improved in a number of areas during the year, fatal accidents unfortunately rose to 20, compared with 15 the year before. Lost time cases numbered 6,151 out of the total of 17,599 approved claims compared with 5,986 out of 17,261 claims in 1959-60.

Table 1—Accident Claims by Provinces, 1960-61

Province etc.	Pension	Compensation	Full Salary	Medical Aid	Rejected	Fatal	Total
Newfoundland	1	75	34	215	4	—	329
Prince Edward Is.	—	38	8	51	—	—	97
Nova Scotia	2	273	138	1,037	10	—	1,460
New Brunswick	1	102	94	364	9	2	572
Quebec	13	370	701	1,516	49	2	2,651
Ontario	1	696	1,300	4,486	263	8	6,754
Manitoba	—	199	216	519	18	—	952
Saskatchewan	1	209	143	449	12	2	816
Alberta	2	468	292	913	56	3	1,734
British Columbia	3	289	296	1,445	84	2	2,119
Yukon and N.W.T.	5	168	42	404	11	1	631
Total	29	2,887	3,264	11,399	516	20	18,115

Table 2—Lost Time and Fatal Accidents, by Fiscal Years, 1951-61

Year	Approved Claims	Lost-time Accidents	Fatal Accidents	Coverage*
1951-52.....	12,774	4,192	14	183,000
1952-53.....	14,201	4,593	19	185,000
1953-54.....	14,743	4,820	16	190,000
1954-55.....	15,333	5,148	30	199,000
1955-56.....	15,555	5,285	22	206,000
1956-57.....	16,123	5,664	25	208,000
1957-58.....	16,269	5,611	19	214,000
1958-59.....	17,971	6,135	22	220,000
1959-60.....	17,261	5,986	15	223,000
1960-61.....	17,599	6,151	20	225,000

* Coverage fluctuates not only because of expansion in departments but because of seasonal and production factors in operations of Crown Corporations. Figures are approximate yearly averages.

Table 3—Statement of Disbursements Relative to Claims of Employees of the Federal Government During the Fiscal Years 1960-61 and Federal Government Share of Administration Expenses Charged by Boards or Commissions for the Calendar Year 1960.

Province	Claims Disbursements Fiscal Year 1960-61	Administration Expense charges by Provincial Boards or Commissions Year 1960	Total
	\$	\$	\$
Newfoundland.....	47,073.87	4,838.93	51,912.80
Prince Edward Island.....	12,684.70	896.93	13,581.63
Nova Scotia.....	153,405.76	15,037.06	168,442.82
New Brunswick.....	59,967.44	6,849.06	66,816.50
Quebec.....	517,095.89	57,834.00	574,929.89
Ontario.....	749,618.44	88,161.92	837,780.36
Manitoba.....	99,011.66	10,987.83	109,999.49
Saskatchewan.....	167,963.63	17,665.84	185,629.47
Alberta.....	270,019.22	37,644.01	307,663.23
British Columbia.....	267,539.19	30,663.92	298,203.11
Payments respecting employees locally engaged outside Canada.....	294.99	294.99
Totals.....	2,344,674.79	270,579.50	2,615,254.29

Table 4—Accidents by Departments, Corporations and Agencies, 1960-61 and 1959-60

Department	Accidents		Department	Accidents	
	1960-61	1959-60		1960-61	1959-60
National Defence.....	5,983	(6,223)	Income Tax Appeal Board.....	0	(1)
Northern Affairs and National Resources.....	969	(808)	Post Office.....	3,555	(3,321)
Public Works.....	845	(927)	Transport.....	1,061	(917)
Agriculture.....	640	(669)	Veterans Affairs.....	671	(691)
National Revenue.....	299	(257)	National Health and Welfare.....	241	(294)
Citizenship and Immigration.....	89	(61)	Justice.....	287	(210)*
Forestry.....	31**		Trade and Commerce.....	184	(174)
Public Printing and Stationery.....	71	(51)	Finance.....	49	(64)
Fisheries Research Board.....	52	(50)	Fisheries.....	150	(130)
Defence Production.....	14	(19)	Mines and Technical Surveys.....	178	(162)
Labour.....	11	(7)	External Affairs.....	10	(15)
C.B.C.....	418	(442)	Secretary of State.....	10	(5)
St. Lawrence Seaway Authority.....	224	(229)	Harbours Board.....	565	(570)
Eldorado Mining and Refining***	398	(503)	Polymer Corporation.....	255	(213)
National Research Council.....	137	(127)	Atomic Energy of Canada.....	228	(210)
U.I.C., N.E.S.....	91	(63)	C.M.H.C.....	70	(81)
National Capital Commission.....	70	(50)	Canadian Arsenals.....	95	(103)
Defence Construction (1951).....	14	(14)	House of Commons Staff.....	18	(15)
National Film Board.....	19	(15)	Chief Electoral Officer.....	3	(0)
Supreme Court of Canada.....	1	(1)	Public Archives.....	44	(5)
Can. Overseas Telecommunication Corp.....	9	(6)	Board of Broadcast Governors.....	1**	
Farm Credit Corporation.....	1	(1)	Civil Service Commission.....	7	(11)
National Gallery.....	4	(3)	Pacific Salmon Fisheries Commission.....	3	(6)
Northern Canada Power Commission.....	41	(18)	National Library.....	1	(1)
Privy Council.....	1	(1)	Parliamentary Library.....	1	(0)
The Senate Staff.....	1	(1)	Royal Canadian Mint.....	34	(28)
Auditor General's Office.....	0	(1)	Tariff Board.....	1	(0)
Crown Assets Disposal Corporation.....	0	(1)	Board of Transport Commissioners.....	0	(1)
			Prime Minister's Residence.....	0	(1)

* Mainly penitentiaries and R.C.M.P. civilian staff.

** New in the year.

*** Including subsidiary corporations, Eldorado Aviation Limited and Northern Transportation Company Limited.

Merchant Seamen Compensation Act

(R.S.C. 1952, c. 178 as amended R.S.C. 1952-53, c. 16, and 1957, c. 9)

The Merchant Seamen Compensation Act is administered by the Merchant Seamen Compensation Board, which is composed of three members, all public officials, appointed by the Governor General in Council, and representing the Departments of Labour, Transport and Finance. Detailed work of administration is carried out by the Government Employees Compensation Branch and the Director of the Government Employees Compensation Branch is secretary of the Board. The Board meets as occasion requires, usually four or five times a year.

The Merchant Seamen's Compensation Act provides for compensation to seamen for accidents arising out of and in the course of their employment when "employed or engaged on a ship registered in Canada or chartered by demise to a person resident in Canada, or having his principal place of business in Canada, when the ship is engaged in trading on a foreign voyage or on a home trade voyage as such voyages are defined in the Canada Shipping Act", and to the dependents of seamen who lose their lives as a result of such accidents. Pilots, apprenticed pilots, or fishermen are not included. The rates of compensation, established by the Act, are approximately those established by the Atlantic provinces' Workmen's Compensation Acts.

Shipping companies are required to have insurance coverage for the purposes of the Act. Each company pays a registration fee of \$25 and so much per claim depending on the amount of work which the staff of the Government Employees Compensation Branch has to do on these cases. This has been about \$30 a claim.

The Board examines all medical reports and other documents related to temporary and permanent disability claims and also claims for dependency as a result of fatal accidents; authorizes compensation and medical treatment; makes awards in permanent disabilities (total and partial), and of pensions to widows and children. The Secretary passes upon all settlements of temporary disability claims which are in accordance with the provisions of the Act and are not disputed by the employer or the employee. Formal approval of such settlements is the responsibility of the Board.

Statistical Report Since Inception

	No. of Shipping Companies Covered	No. of Seamen Employed	No. of Claims for Accidents	No. of Fatal Cases Reported	No. of Awards Permanent Disability
*1945-47.	95	Not available	160	9	12
1947-48.....	74	"	108	12	8
1948-49.....	82	"	97	7	16
1949-50.....	78	"	68	1	15
1950-51.....	68	"	61	4	9
1951-52.....	66	"	56	3	7
1952-53.....	82	"	39	2	8
1953-54.....	81	5,476	44	1	9
1954-55.....	77	3,484	31	1	4
1955-56.....	63	3,500 (approx.)	44	7	8
1956-57.....	68	3,500 "	39	9	4
1957-58.....	73	3,800 "	47	4	6
1958-59.....	77	3,850 "	34	4	6
1959-60.....	69	3,500 "	25	0	3
1960-61.....	52	2,850 "	18	6	3

* Period of 20 months.

Civilian Rehabilitation

The Civilian Rehabilitation Branch co-ordinates the activities of departments of the Federal Government and assists the provincial governments as required in the establishment, development and operation of a national rehabilitation program. It collects and disseminates information regarding rehabilitation methods and services and maintains liaison with provincial authorities, voluntary agencies and professional associations regarding rehabilitation services for the disabled. A division of the Branch is responsible for the development and co-ordination of departmental activities designed to alleviate the difficulties of older workers in securing employment.

SINCE the establishment of the Branch its objective has been to assist in the development of a vocational rehabilitation program, through the co-operation of all agencies, both public and private, concerned with all categories of the disabled.

Up to this point the work of the Branch and the activities in the provinces have been regarded as experimental. The experience gained and the success of the initial efforts indicate the desirability of placing the program on a more permanent footing. Toward the close of the year, the Minister of Labour, in the House of Commons, signified his intention of introducing legislation at the current Session of Parliament respecting Vocational Rehabilitation of Disabled Persons. The object of such legislation would be to provide a sounder base upon which to build rehabilitation programs in each province and to stimulate co-ordinated and accelerated development in the future.

During the year, the Branch continued to administer and co-ordinate financial and other forms of assistance to provincial governments. Activities designed to encourage co-ordinated rehabilitation services within provincial boundaries, have increased the number of disabled persons benefiting from vocational rehabilitation facilities.

The following table indicates the economic soundness of investing public funds to provide working ability to the disabled.

TABLE 1—Rehabilitation Cases on which Full Details are Available

Period	Number of Cases	Males	Females	Number of Dependents	Estimated Annual Cost of Support	Estimated Accumulative Support Savings	Annual Earnings After Rehabilitation	Estimated Accumulative Earnings
					\$	\$	\$	\$
Up to March 31, 1957.....	1,001	686	315	610	450,532	450,532	1,750,753	1,750,753
Fiscal Year 1957-1958....	1,055	683	372	826	948,460	1,398,992	1,860,165	3,610,918
Fiscal Year 1958-1959....	1,174	745	429	877	1,232,040	2,631,032	2,219,380	5,830,298
Fiscal Year 1959-1960....	1,462	941	521	1,146	923,240	3,554,272	2,683,403	8,513,701
Fiscal Year 1960-1961....	1,614	1,044	570	1,276	954,304	4,508,576	2,730,502	11,244,203
Totals.....	6,306	4,099	2,207	4,735	4,508,576	12,543,404	11,244,203	30,949,873

Rehabilitation of Disabled Persons

The National Advisory Committee on the Rehabilitation of Disabled Persons met in May 1960 under the new chairman, Brigadier James L. Melville, C.B.E., M.C. The progress being made in the development of rehabilitation programs was

Federal Rehabilitation Assistance

Since May 1953 the Department, through the federal-provincial Co-ordination of Rehabilitation of Disabled Persons Agreements, has provided financial assistance to provinces wishing to co-ordinate rehabilitation services for the handicapped. Under these Agreements the Federal Government offers contributions to each province on a matching basis to help pay the salaries and expenses of a Provincial Co-ordinator and his staff and to supply certain other services necessary to the rehabilitation of an individual where these needs are not covered by other provisions of the rehabilitation program.

Nine provinces signed such Agreements. Eight appointed Provincial Rehabilitation Co-ordinators and one appointed a Director of Rehabilitation Services. These Agreements terminated at the end of March 1958, but new agreements were signed extending further support to the provinces.

In 1953 the Department also extended vocational training privileges to the disabled by adding Schedule "R" to the Canadian Vocational Training Co-ordination Act. Under this schedule the Federal

Government can share with the provinces the cost of providing such training to the disabled, together with the necessary maintenance allowances and transportation costs. At the same time the National Employment Service of the Unemployment Insurance Commission made its special placements services available to those rehabilitated to the point of being ready for employment.

Grants for hospital construction, tuberculosis control, crippled children and mental health, available through the Department of National Health and Welfare, can in some instances be applied to rehabilitation projects. In 1953, the Department of National Health and Welfare supplemented these by the Medical Rehabilitation Grant, which can be used to train rehabilitation personnel, to purchase equipment designed to reduce disability and to expand existing rehabilitation services.

In all phases of the development of the rehabilitation program, the Department of Veterans Affairs has contributed the benefit of its experience with the rehabilitation of ex-servicemen and women.

discussed with representatives of the provinces, labour, management, national voluntary agencies, the medical profession and the universities. During the year the chairman had the opportunity of visiting the four Western provinces and discussing their respective progress with provincial authorities.

There has been a steady increase in the number of disabled persons trained and in the variety of jobs for which they have been prepared. The National Employment Service provides special placement facilities to those of the disabled who have been rehabilitated to the point of being ready for employment.

Co-operation With Other Departments

Co-operation has been maintained with the National Employment Service of the Unemployment Insurance Commission and the Department of National Health and Welfare, which administers the Health Grants including the Medical Rehabilitation and Crippled Children Grant. In all phases of the development of the rehabilitation program the Department of Veterans Affairs has contributed the benefit of its experience in the rehabilitation of ex-service men and women.

Co-operation With Rehabilitation Authorities

Liaison has been maintained with provincial co-ordinators and directors. In August the group met in Ottawa to discuss administration matters and Federal-Provincial co-operation.

Staff members have given assistance to the provinces as required particularly in the area of case conferences and staff training. They have participated in conferences and meetings, lectured upon request, and given radio talks and made television appearances. Liaison has been maintained with rehabilitation authorities in other countries, with the United Nations and its specialized agencies, including the International Labour Organization, and with the International Society for Rehabilitation of the Disabled.

Eighth World Congress on Rehabilitation

The Branch co-operated in an exhibit at the Eighth World Congress of the International Society for the Rehabilitation of the Disabled, New York, August 1960. It shared the planning, costs and manning with the Canadian Council of Crippled Children and Adults, the Departments of National Health and Welfare and Veterans Affairs. The Information Branch assisted in the planning of the exhibit and its erection in New York and in the preparation of publicity material for use at the display. The Canadian Council for Crippled Children and Adults paid the transportation costs of the exhibit. Staff members of the Branch were in attendance and participated in manning the exhibit. Many Canadians, including the National Co-ordinator and the Assistant Co-ordinator, served as discussion leaders or panel leaders at sessions of the Congress. Following the Congress many delegates from other continents visited Canada to study rehabilitation services and facilities, and much favourable international comment on Canada's role in the field of rehabilitation resulted.

Following the unanimous recommendation of the Congress, a World Commission on Vocational Rehabilitation is in process of formation. The purpose is to emphasize the importance of employment as the main goal of rehabilitation efforts. The Minister of Labour has approved the request that the National Co-ordinator assume the chairmanship of this important international body.

Regional Workshops

The Branch organized and administered a Workshop at Banff, Alta., in October 1960. Its purpose was to assist in clarifying the roles of various government divisions in the whole administrative process of rehabilitation. The chief administrators from the Departments of Health, Welfare and Education in the four western provinces met with key personnel from the Federal Departments of Labour, National Health and Welfare and the Unemployment Insurance Commission. The group were high in their praises of the degree of understanding which has developed through this three-day conference and the beneficial effects this will have on their developing provincial progress. A considerable amount of work has been done for the preparation of the holding of The Third Atlantic Workshop on Vocational Rehabilitation, in New Brunswick in 1961.

Publications

Two editions of the Branch's publication "*Rehabilitation in Canada*" were issued, a Spring edition and a Fall edition in both English and French. Approximately 1,500 English and 525 French copies of each edition were distributed to agencies and individuals interested in or associated with the field of rehabilitation. In addition a special publication bearing the same title, "*Rehabilitation in Canada*" was produced in considerable quantity with the co-operation of the Information Branch for distribution at the Eighth World Congress.

Other Activities

A steadily growing number of enquiries attest to the increasing recognition of the role of the Branch.

Staff members participated on numerous occasions in meetings with various committees of the Canadian Welfare Council and with other social welfare agencies dealing with activities related to rehabilitation and the problems of aging.

An interim report has been issued on research into the activities of vocational adjustment centers and sheltered employment facilities throughout Canada. As other countries have expanded their activities in this area and the need for something comparable in Canada has become apparent the Branch has been exploring the possibilities of a conference on vocational adjustment and sheltered employment under joint government and voluntary agency sponsorship to be held in 1962.

Articles dealing with various phases of rehabilitation and the employment of older workers were prepared in the Branch for publication in *The Labour Gazette* and other periodicals.

Study of Rehabilitation Reports

(Covering only those cases on which full details are available)

TABLE 2—Breakdown by Age, Sex, Dependents and Location
(Under disability groups)

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
AGE GROUPS										
Under 20.....	5	55	32	7	14	28	2	20	5	168
20 to 30.....	28	222	33	50	54	123	17	76	13	616
31 to 40.....	22	131	11	33	25	51	12	31	15	331
41 to 50.....	24	81	3	20	34	33	10	17	9	231
51 to 60.....	15	50	5	17	19	8	4	6	5	129
Over 60.....	19	50	14	18	23	3	5	1	6	139
SEX										
Male.....	90	390	47	89	108	150	35	98	37	1044
Female.....	23	199	51	56	61	96	15	53	16	570
NUMBER OF DEPENDENTS.....										
	124	567	14	105	110	160	66	84	46	1276
LOCATION										
Urban.....	65	323	72	103	113	171	29	100	33	1009
Village.....	19	110	9	12	18	37	9	22	4	240
Rural.....	29	156	17	30	38	38	12	29	16	365

TABLE 3—Educational Standing at Acceptance

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Nil.....	7	23	3	—	9	1	2	5	1	51
1 to 4 Years.....	13	45	10	10	11	11	2	21	10	133
5 to 8 Years.....	53	264	66	61	58	99	20	60	19	700
9 to 12 Years.....	28	197	16	54	57	111	24	50	17	554
Junior Matriculation.....	8	30	2	11	23	15	1	6	4	100
Senior Matriculation.....	2	24	—	8	6	8	1	8	1	58
University.....	2	6	1	1	5	1	—	1	1	18

* Neuro-Muscular, Skeletal.

TABLE 4—Comparisons of Occupations BEFORE and AFTER Rehabilitation
Principal Previous Occupation

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Professional and Managerial.....	6	17	—	6	6	9	—	2	3	49
Sales and Clerical.....	18	67	6	31	19	44	9	22	6	222
Service Occupations.....	18	100	21	28	34	37	10	23	8	279
Agriculture, Fishery, Forestry, etc.....	10	61	5	5	16	19	4	8	6	134
Skilled Occupations.....	3	40	—	13	13	17	8	5	4	103
Semi-Skilled Occupations.....	12	54	2	8	10	20	3	8	6	123
Unskilled Occupations.....	34	105	23	19	24	52	8	30	12	307
No previous occupation.....	12	145	41	35	47	48	8	53	8	397

Occupations After Rehabilitation

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Professional and Managerial.....	6	38	2	11	8	12	1	4	3	85
Sales and Clerical.....	18	140	9	38	40	103	12	38	12	410
Service Occupations.....	29	136	30	4	27	65	16	46	11	364
Agriculture, Fishery, Forestry, etc.....	9	36	1	1	5	4	2	4	2	64
Skilled Occupations.....	7	53	3	7	9	21	5	3	6	114
Semi-Skilled Occupations.....	8	54	13	10	13	16	4	8	5	131
Unskilled Occupations.....	15	78	21	15	11	19	4	42	9	214

TABLE 5—Status After Rehabilitation

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Regular Employment.....	82	483	76	75	96	226	40	132	44	1254
Self-Employment.....	10	36	2	2	6	13	4	6	1	80
Sheltered Employment.....	—	5	1	5	5	—	—	6	3	25
Home-Bound Employment....	—	11	—	4	6	1	—	1	—	23
Self-Care.....	21	54	19	59	56	6	6	6	5	232

* Neuro-Muscular, Skeletal.

TABLE 6—Financial Status at Acceptance
(Source of Support)

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Dependent on Public Assistance.....	30	152	14	71	46	116	12	49	21	511
Dependent on Relatives.....	36	272	58	29	84	86	19	78	17	679
Earning under \$ 500 p.a.....	2	6	1	1	—	—	—	1	—	11
Earning \$500 to \$1000 p.a.....	16	62	13	21	14	26	6	5	8	171
Earning \$1001 to \$2000 p.a....	16	57	9	16	12	14	9	15	3	151
Earning Over \$2000 p.a.....	13	40	3	7	13	4	4	3	4	91

TABLE 7—Annual Earnings After Rehabilitation

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Under \$500.....	—	11	1	6	4	—	—	10	2	34
\$500 to \$1000.....	20	89	11	11	25	13	6	22	8	205
\$1001 to \$2000.....	22	151	41	31	33	63	12	60	10	423
Over \$2000.....	50	284	26	38	51	164	26	53	28	720

* Neuro-Muscular, Skeletal.

Division on Older Workers

A growing awareness and interest in the social and economic problem of the older worker, and in efforts to minimize it is indicated by the more than 5,100 items sent out by the Division on Older Workers in response to requests. Enquiries were dealt with from many sources inside and outside Canada.

The Division continued its co-ordination of Departmental efforts to create a more favourable employment climate for older workers. Educational publicity was continued in co-operation with the Information Branch.

Liaison with provincial governmental and non-governmental agencies was expanded and the support and co-operation of some of these agencies was obtained.

At the request of the International Labour Office, an article entitled "Discrimination Against Older Workers", dealing with the international aspects of the older worker problem and an outline of Canada's activities in the field, was prepared in the Division. The article was to be published in the April, 1961 issue of the International Labour Review.

The Division supplied secretarial services to the Interdepartmental Committee on Older Workers.

The National Co-ordinator and the Chief of the Division on Older Workers participated with other departmental officials in studies of the effects of portable pensions on the mobility of labour and the employment of older workers.

Interdepartmental Committee on Older Workers

The Interdepartmental Committee on Older Workers, comprised of representatives from the Departments of Labour, Veterans Affairs, National Health and Welfare, and the Unemployment Insurance Commission and Civil Service Commission met three times during the year under the chairmanship of the National Co-ordinator, Civilian Rehabilitation. The Committee gave consideration to training for mature workers, retirement, educational publicity, and other related subjects. The National Co-ordinator and the representative of the Department of National Health and Welfare on this committee were among Canada's representatives to the White House Conference on Aging at Washington in January 1961.

Women's Bureau

The Women's Bureau was established in 1954 to bring about a wider understanding of the role and contribution of women in the labour force, to encourage general competence and occupational skills among women workers looking to the advancement of their opportunities in employment, and to promote working conditions conducive to human well-being and efficient production. The activities of the Bureau include: examination of existing data and studies concerning women workers and stimulation of additional research by the Department and other appropriate research agencies; assembling information relating to women's employment and making it available in such a way as to foster an interchange of information regarding women's work between the Department and other public and private agencies, including women's groups and employer and labour organizations; advising the Department on programs affecting women workers and being available for consultation with other federal departments and provincial government agencies, as requested.

A NEW departure for the Women's Bureau in the past year was the holding of seminars on questions of women's work. At a meeting in May of representatives of all branches of the Department, the original aims of the Women's Bureau were reviewed, and points for emphasis in future programs were considered. Papers on recent developments in the labour force by the Economics and Research Branch and a study of trends in legislation affecting women workers prepared by the Legislation Branch were presented and discussed.

At a second seminar held in August, Mrs. Elizabeth Johnstone, Head of the Office for Co-ordination of Women's and Young Workers' Questions of the International Labour Office, spoke on current emphases in ILO programs relating to women's work. This meeting was attended by representatives of management and labour as well as government officials from several departments. Against the background of developments at the international level, discussion was directed to current questions regarding women's work in Canada, in particular vocational guidance and training for girls and women, the employment of married women and the participation of women in pension schemes.

Publications

During the year the Bureau completed two research projects. The mature woman wishing to enter or re-enter the labour force was the object of attention in the first of these. The report, entitled *A New Career After 30*, summarizes the

results of an enquiry into the experience of women who had taken social work training at 30 years of age or over. The second project was a study of the vocational rehabilitation services available to handicapped women in Canada. In carrying out this project the Branch received assistance from the Civilian Rehabilitation Branch of the Department, and information from other interested departments of government. The report of this study will be published under the title, *A Niche of Usefulness*.

A second edition of the Women's Bureau publication, *Equal Pay for Equal Work*, with revisions to bring the information up to date, was printed during the year.

Consultative and Resource Services

A new development in consultative services during the year was the preparation of background material for an adult education discussion on women's work. The outline was prepared at the request of the trade union movement but promises to have wider use.

An increased number of visitors from abroad came to the Women's Bureau during the year and more requests than usual for information on various aspects of women's employment in Canada were received from foreign countries and from international organizations.

The Bureau was also consulted by journalists and radio commentators, students at the postgraduate, university and high school levels, and representatives of women's groups, trade unions, management organizations and educational institutions.

Enquiries covered a wide range of topics, including the occupational outlook for women, information on working mothers and facilities for the care of their children, the legal status of women, the older woman worker, equal pay legislation and women's participation in pension plans.

During 1960-61, at the request of the Canadian Federation of Business and Professional Women, the Women's Bureau prepared a series of articles on various phases of women's work for the bimonthly issues of the official organ of the Federation. Staff of the Women's Bureau participated also in the planning and preparation of a special issue of *Canadian Welfare* on the theme of "Women's Lives and Welfare". Numerous articles were contributed also to other periodicals. The Women's Bureau page in *The Labour Gazette* was continued and reprints of several of the articles were widely circulated.

Directory of National Women's Organizations

The service by which up-to-date information is supplied to all holders of the Directory of National Women's Organizations was maintained during the year, and there was a considerable increase in the number of Directory holders. Several new organizations were added to the list bringing to 41 the total number of national groups included in the Directory.

Committee Work

Because of its concern over the availability of training and employment for mature women, the Bureau holds membership on the National Committee on Homemaker Services. The working out of standards for employment conditions and training for visiting homemakers, in which the Women's Bureau is co-operating, is high on the list of priorities of the National Committee.

The Bureau also participated in the work of the National Council of Women Committee for the development of the Lady Aberdeen Library. The library is a project for the development of a Canadian collection of books on women and their work, sponsored by the National Council in honour of its founder, Lady Aberdeen.

During the year the Bureau continued its representation at meetings of the Canadian Vocational Training Advisory Council and participated in the work of the Skilled Manpower Training Research Committee and the Interdepartmental Committee on Older Workers.

Community Contacts

Staff travel, concentrated in Ontario, Quebec and the four western provinces, made possible useful consultation with provincial governments, local and regional offices of the National Employment Service, the labour movement, women's organizations and professional associations. The Director participated in such national conferences as those of the National Council of Women and of the University Teachers of Home Economics section of the Conference of Learned Societies. Organizations at the provincial level addressed by Women's Bureau staff included the Alberta Association of Registered Nurses, the Business and Professional Women's Clubs of Alberta and the women's conference held in conjunction with the annual meeting of the Ontario Federation of Labour. Several speaking engagements were also undertaken in various communities.

United Nations Commission on the Status of Women

In March and April 1960, the Director was for the third successive year adviser to the delegate of Canada at the 18-member United Nations Commission on the Status of Women. During the three weeks of the fourteenth session, held in Buenos Aires, the Commission discussed several items relating to the economic position of women, including equal pay for equal work, women in public services and functions, tax legislation applicable to women, vocational guidance and training for girls and women and retirement age and pensions. Political, social and educational questions relating to the status of women were also considered.

Canadian Vocational Training

The function of the Canadian Vocational Training Branch is to administer the provisions of the Technical and Vocational Training Assistance Act (S.C. 1960-61, C. 6). It co-operates with provincial government departments, employers' organizations, organized labour and federal government departments and agencies, including crown companies and the armed forces in the promotion, organization and development of all types of publicly financed training programs deemed necessary to fit persons for employment or to up-grade workers in their present occupations.

A NOTABLE development of the year was the passing by Parliament of the new Technical and Vocational Training Assistance Act, which replaces the former Vocational Training Co-ordination Act. Under the new Act, designed to stimulate technical and vocational training in Canada, financial and other support to training programs assisted by the Federal Government under the Vocational Training Co-ordination Act will continue, in most cases without limit of quota allotments formerly applied. The scope of the training program will be broadened and the Federal Government will share more generously in the capital costs of constructing, expanding and equipping technical and vocational schools, as well as in the costs of training programs for the unemployed. Briefly, the major points of the new legislation are:

1. Provision is made for a federal contribution of 75 per cent of provincial government capital expenditures for Technical and Vocational Training facilities up until March 31, 1963 and 50 per cent thereafter without the limit of a quota allotment.

2. Provision is made for contributing 75 per cent of the costs of training unemployed when a minimum number of training days is given by a province in each fiscal year.

3. The Federal Government will contribute 50 per cent of the costs of training all other persons who have left the regular secondary schools without the limit of a quota allotment. This includes training of the disabled, supervisors, apprentices and other workers in industry and trade and occupational training of all kinds whether in manufacturing, agriculture, fishing, forestry or any other primary or secondary industry.

4. The Act provides for a contribution of 50 per cent of the costs of training technical and vocational teachers, supervisors and administrators who are so essential to the developing programs.

The Technical and Vocational Training Assistance Act

The purpose of the Act is to provide financial assistance for the development and operation of technical and vocational training facilities and programs throughout Canada.

The Act authorizes the Minister of Labour to enter into an agreement with any province, for a period not exceeding six years, to provide for the payment by Canada to the province of contributions in respect of the costs incurred by the province in undertaking a program of technical and vocational training. Such training programs may be: for unemployed persons; for the training of persons in technical or vocational courses given in regular secondary schools in the province where such training is given as a part of the regular secondary school program; for the training of persons as teachers, supervisors or administrators to carry out technical or vocational training programs; for persons over the regular school leaving age, who have left school and who require training to develop or increase occupational skill; for apprentices; for supervisors in industries; for the training of persons in the skills of science or technology and the application thereof, except where such training is designed for university credit; for disabled persons; and for the training of members or veterans of the naval, army and air forces of Canada, and training for departments or agencies of the Government of Canada.

The Minister is authorized to enter into an agreement with any province, for

a similar six year period, for the payment of contributions in respect of the capital expenditure incurred by the province on training facilities.

The Act makes provision for the continuation of agreements for training projects made under the Youth Training Act, 1939, or under the Vocational Training Co-ordination Act.

The Minister may, without reference to the provinces, undertake programs of technical and vocational training for members or veterans of the naval, army and air forces of Canada, and training for departments or agencies of the Government of Canada.

The Minister is also authorized to undertake and direct research pertaining to technical and vocational training and to disseminate information about such training.

Education, in so far as governments are concerned, is a provincial responsibility and, since vocational training is generally regarded as an integral part of the established educational system in each province, the federal Department of Labour has refrained from operating its own training programs and has relied on the provinces to provide suitable training for all purposes as set forth in the Act.

The full costs of projects undertaken for the Federal Government are refunded to the provinces. Up to three quarters of the costs of other approved projects is refunded to provincial governments, subject to the limitation of funds voted by Parliament for such purpose.

Agreements Under the Act

The conditions and regulations currently governing federal financial assistance to the various types of training are set forth in the following three federal-provincial agreements, all of which were entered into under authority of the Vocational Training Co-ordination Act:

- The Vocational and Technical Training Agreement No. 2;
- The Special Vocational Training Projects Agreement;
- The Apprenticeship Training Agreement.

A new agreement, to embrace the areas of training covered by the Vocational and Technical Training Agreement No. 2 and the Special Vocational Training Projects Agreement, and to broaden the scope and increase the amount of federal assistance to training programs in accordance with the provisions of the Technical and Vocational Training Assistance Act, is being prepared for negotiation with the provinces.

5. For the operational costs of the programs at secondary school level, a quota allotment is again provided in much the same manner as under the former legislation.

6. Student Aid will be continued in the same manner as was formerly provided.

7. Both the preparation and servicing of vocational correspondence courses will be a shareable cost, under any of the programs authorized by the Act.

A new Technical and Vocational Training Agreement, to take the place of both the Vocational and Technical Training Agreement No. 2 and the Special Vocational Training Projects Agreement, received the general approval of representatives of the provinces who met with Federal Government officials for discussion. While the new Agreement has not yet been completed with the provinces, opinions expressed by provincial representatives indicate that all provinces, including the Province of Quebec which has not participated in recent years, will become parties to and receive Federal assistance under the new Agreement.

To enable and to encourage the provinces to expand their programs for training of unemployed workers during the past winter, authority was given last autumn for the Federal Government to contribute to the extent of 75 per cent of the provincial costs of such programs, once a specified minimum number of days' training had been given in a participating province.

Another interim measure to give early effect to benefits not provided in agreements at the time but covered in the new Act was to authorize the Federal Government to contribute 75 per cent of capital expenditures incurred by the provinces on training facilities on and after December 20, 1960.

There is already ample evidence of the stimulating effect of the new legislation. Since December 20 the provinces have submitted and the Minister of Labour has approved projects for capital expenditures totalling \$4,311,517 to expand existing training facilities and to provide new facilities. Additional projects are being planned for undertaking at an early date. The provinces have taken vigorous action to provide suitable training for the unemployed. As new facilities become available, it will be feasible to develop crash programs for a wide variety of occupations on short notice. Removal of quota allotments for sharing in provincial expenditures permits other training programs to expand in accordance with provincial requirements.

During the year, the Branch again provided the services of staff members to direct a survey of provincial technical training needs to help the Province of New Brunswick in planning its technological training program.

Vocational and Technical Training Agreement No. 2

During the year, the provinces claimed \$5,166,380.17 of federal assistance under the Vocational and Technical Training Agreement No. 2 (Tables 1 and 2), as compared with \$5,139,481.21 in the year 1959-60.

Until December 20, 1960, when the new Technical and Vocational Training Assistance Act was proclaimed, the Agreement provided for the Federal Government to share equally in capital expenditures incurred by the provinces for the building, equipping and operating of technical and vocational institutes and training centres to the extent of a maximum federal contribution of \$25,000,000 over the

five-year period that began April 1, 1957. This capital appropriation was allotted to the provinces on the basis of population in 15-19 age group. After the new legislation was passed, the Agreement was amended to provide for federal sharing in such capital expenditures at the rate of 75 per cent, and the limit of \$25,000,000 on the total federal contribution was removed.

Still in effect is a further provision in the Agreement for the Federal Government to share with the provinces in the costs of operating such institutions. An amount of \$15,000,000 was provided by way of annual allotment for this purpose, the allotment for this year being \$3,500,000, to be made available to the provinces on the following basis: \$30,000 to each province and \$20,000 to the Northwest Territories and the same amount to the Yukon, with the remainder distributed according to the population in the 15-19 age group. Federal assistance for this purpose is limited to 50 per cent of provincial costs.

Special Vocational Training Projects Agreement

The Federal Government continued to share with provincial governments in the costs of the following vocational training programs undertaken under the Special Vocational Projects Agreement, and to reimburse the provinces for the full costs of training arranged by the provinces for the armed services. This year, 75 per cent of the costs of programs for training of unemployed workers was repaid to the provinces, provided the number of training days given in a province exceeded $3\frac{1}{2}$ per cent of the adult population of that province as estimated by the Dominion Bureau of Statistics in 1959. In the case of other shared programs, the Federal Government contributed 50 per cent of the costs. The various programs operated under the Agreement are described below.

Training of Unemployed Persons

Schedule "M" (Tables 3 and 4)—During the year, training was provided for 10,774 unemployed persons (7,985 men and 2,789 women) who were registered with the National Employment Service as unemployed. These men and women were selected jointly by provincial officials and the National Employment Service and given short, intensive courses of training for occupations which offered a reasonable opportunity of regular employment.

This year, all provinces participated in the program and all provinces except Ontario gave sufficient days of training to qualify for reimbursement by the Federal Government of 75 per cent of their training costs. Enrolments this year were more than double those of a year earlier; the Federal Government contribution was \$995,942.16, as compared to \$545,450.91 in the year 1959-60.

It has been gratifying to note that, as facilities were expanded to meet a broader range of the training requirements of persons without jobs, and as enrolments increased, the overall costs of providing training have not increased in proportion to the numbers given training. With the Federal Government sharing more generously in the program, the direct unit costs to the provinces are much

lower than they were; federal unit costs are also less. The provinces have given assurance of their intention to expand and diversify this program to meet such needs as may arise.

Training of Disabled Persons

Schedule "R" (Tables 5 and 6)—During the year 1,462 disabled persons received training under this program, which provides for the vocational training of physically handicapped persons with continuing disabilities who require training or retraining to fit them for gainful employment. Such disabled persons are selected by special committees representing provincial and federal governments, and the costs are shared equally between the Federal Government and the province concerned. Federal expenditures on the program were \$329,566.98.

Training may be provided in regular provincial or municipal schools, in special schools established by the provinces for physically handicapped persons, in private trade schools, or by on-the-job training.

Schedule "R" forms a very important and necessary link in the chain of activities making up the complete rehabilitation program for physically handicapped persons, which includes medical assessment, medical treatment, vocational assessment, vocational training when deemed necessary and job placement. The schedule makes provision for vocational assessment of trainees to determine their aptitudes, interests and abilities, in preparation for training.

In some of the new provincial trade schools special provisions have been made for the convenience of physically handicapped students, such as ramps, elevators and other construction features to provide easy access to any part of the building.

This is the only program providing for university training under the federal-provincial Special Vocational Training Projects Agreement other than Student Aid. Disabled persons have studied engineering, education, pharmacy, architecture and journalism.

Training in Primary Industries and in Homemaking

Schedule "P" (Tables 7 and 8)—Total enrolment under this program was 6,308 during the year. Training was provided by way of short courses varying from a few days to several months in a great variety of occupations in agriculture, homemaking, forestry, fishing, and a limited number of other industrial occupations. For the most part, the programs carried on under this schedule were a continuation of courses formerly operated under Schedule "O" of the Vocational Training Agreement. Federal contributions for the year were \$100,877.03.

Important continuing programs under this schedule have been for the occupations of fishing in Newfoundland and Nova Scotia and agriculture in New Brunswick, Manitoba, Saskatchewan and Alberta.

Student Aid

Schedule "H" (Tables 9 and 10)—During the year, 2,549 university students and nurses-in-training were awarded outright grants, loans or a combination of both under Schedule "H". Since the inception of the program in 1939, 54,222 awards to students have been given.

Selection of candidates for this assistance is made by committees in each province and is on the basis of scholastic ability and financial need. Aid is given to university students in degree-granting courses other than theology, and to nurses-in-training in approved courses for professional nurses. The maximum that may be granted to any university student in one year is \$1,000; for nurses-in-training the maximum annual grant is \$200 per trainee. Due partly to the increasing numbers of candidates for aid and to the fact that for the past six years the amount of federal funds available for this program has been fixed, amounts allowed to individual students have been considerably less than the maximum amounts authorized.

Supervisory Training

Schedule "Q"—During the year, 1,514 persons received training under this program, which has been available since the wartime years to provide, for foremen and supervisors in industrial and commercial establishments, training in job instruction, job relations, job methods and job safety. Federally-assisted programs were conducted in British Columbia, Alberta and Ontario. Quebec continued its program without assistance. Federal Government expenditures for the year were \$13,766.02.

Vocational Correspondence Courses

Schedule "C"—One hundred and twelve vocational correspondence courses, prepared by various provincial governments, were made available across Canada during the year. Enrolments in these courses were about 7,000.

This schedule enables the Federal Government to share with the provinces in the cost of preparing and revising vocational correspondence courses recommended by an interprovincial committee, provided that such courses are made available to all residents of Canada at the same fee as is charged in the author province.

A bulletin or catalogue, listing and describing vocational correspondence courses available, has been widely distributed to educational institutions and interested individuals.

Training for the Armed Forces

Schedule "K" (Table 11)—For several years the provincial Departments of Education have been co-operating with the Canadian Vocational Training Branch and the armed forces in providing trade training in provincially operated schools for enlisted personnel. The Federal Government reimburses the provinces for 100 per cent of the costs of this training. This program has kept alive the organizations which provided a great variety of training during and after World War II. It is flexible and can be increased and decreased to meet the varying needs of the services. As the complement of one trade is filled, classes are closed. Training is provided in others as needed.

There has been little activity under this schedule during the past few years. The last program, one for the training of wheeled vehicle mechanics in Calgary with 30 enrolled, terminated in December 1960.

In addition to this program, the Branch arranges with the provinces to engage teachers to give instruction at schools operated by the armed forces. In all, 132 full-time and one part-time civilian teachers were employed in seven army, one navy and six air force vocational and trade training centres. In addition, 19 part-time teachers were employed in air force reserve units. These civilian teaching staffs have been recruited and maintained through provincial co-operation. Provincial authorities select, hire and pay the teachers, and are reimbursed by the Department of Labour from funds provided by the Department of National Defence.

Training for Other Government Departments

Schedule "G"—In several recent years special training courses for Federal Government employees have been operated by provincial government agencies. These courses were undertaken by arrangement through the Training Branch and costs were refunded by the Federal Government. No such courses were given during the year.

Apprenticeship Training Agreement

Under the Apprenticeship Training Agreement the Federal Government since 1944 has shared equally with provincial governments in the costs of training programs for apprentices. During the year, the number of apprentices registered with the Departments of Labour of those provinces that have programs under the Apprenticeship Training Agreement increased by 362, bringing the total registration at year's end to 20,326 apprentices in more than 50 trades. Federal expenditure for the year on this Agreement was \$1,638,046.79 (see Tables 12, 13 and 14).

More than 80 per cent of all registered apprentices attended either full-time or part-time classes during the year; half of these attended full-time classes. There was a rapid growth in full-time classes, with fewer enrolled in part-time or evening classes.

Although the purpose of the Agreement is to encourage and assist the development of organized training for apprentices in all skilled trades, the construction industry and service trades, e.g., automotive repair trade, have taken the greatest advantage of the program.

To stimulate the further development of apprenticeship programs operated by manufacturers for their own workers, provision has been made for the Federal Government to share with the provinces in the costs of such programs. The suggestions and co-operation of industry are being sought, and active participation by federal and provincial governments in programs for the training and upgrading of plant workers has been offered.

During the year another new trade analysis, that of the refrigeration and air conditioning trade was completed, bringing the number of completed analyses to 17. Three additional analyses covering the trade of lineman and the subjects of

science and mathematics required for trades training are being prepared. Revisions of the analyses of the machinist and the motor vehicle repair trades are being planned. Interprovincial standards examinations are now being used by most provinces in the final testing of candidates for trades qualification in the motor vehicle repair trade (mechanical), and in the electrical construction and plumbing trades. Similar examinations in carpentry and sheet metal work are being prepared for general use in the year 1962. Teaching aids, in the form of information sheets on trade theory for the plumbing and the automotive trades are being prepared in co-operation with the Master Plumbers' Association and the Canadian Automobile Chamber of Commerce. These trade analyses, interprovincial examinations and teaching aids are proving invaluable in the development of high and uniform standards of attainment in the apprenticeship programs from coast to coast.

Advisory Bodies

In administering the Vocational Training Co-ordination Act the Minister had the advice of the Vocational Training Advisory Council, which met twice during the year. This body consists of a chairman and 20 members appointed by Order-in-Council to represent employers, employees, educators, agriculture, veterans and women's organizations.

The Apprenticeship Training Advisory Committee, composed of a chairman and 11 members representing the provinces, employers and organized labour, met in October 1960.

A third advisory body convened under federal auspices, the Interprovincial Vocational Correspondence Courses Committee, is made up of provincial representatives specializing in vocational correspondence courses. It advises on the preparation and revision of courses and other related matters. The Committee was not called upon to meet this year.

**TABLE 1—Vocational and Technical Training Agreement No. 2
Special Allotment for Capital Expenditures**

Province	Federal Allotment April 1/57 to March 31/62	Claims Paid in 1960-61 to April 30, 1961		
		For Previous Year	For 1960-1961	Total Payments
	\$	\$	\$	\$
Newfoundland	767,000	—	—	—
Prince Edward Island	176,100	4,459.56	—	4,459.56
Nova Scotia	1,211,600	—	1,556.46	1,556.46
New Brunswick	1,012,000	—	567,413.52	567,413.52
Quebec	7,963,600	—	—	—
Ontario	7,460,400	—	1,496,174.48	1,496,174.48
Manitoba	1,299,700	—	60,718.76	60,718.76
Saskatchewan	1,470,300	—	366,195.08	366,195.08
Alberta	1,731,100	—	22,920.37	22,920.37
British Columbia	1,859,100	—	299,220.92	299,220.92
Northwest Territories	35,600	—	—	—
Yukon Territory	13,500	—	—	—
Totals	25,000,000	4,459.56	2,814,199.59	2,818,659.15

TABLE 2—Vocational and Technical Training Agreement No. 2
Annual Allotments

Province	Federal Allotment 1960-61	Claims Paid in 1960-61 to April 30, 1961		
		For Previous Year	For 1960-61	Total Payments
	\$	\$	\$	\$
Newfoundland.....	127,000.00	—	115,293.79	115,293.79
Prince Edward Island....	52,300.00	13,576.08	—	13,576.08
Nova Scotia.....	183,300.00	—	181,226.95	181,226.95
New Brunswick.....	158,000.00	—	158,000.00	158,000.00
Quebec.....	1,036,600.00	—	—	—
Ontario.....	972,900.00	—	953,442.00	953,442.00
Manitoba.....	194,300.00	—	189,848.47	189,848.47
Saskatchewan.....	215,800.00	—	201,708.78	201,708.78
Alberta.....	248,800.00	—	245,225.25	245,225.25
British Columbia.....	264,900.00	—	264,900.00	264,900.00
Northwest Territories....	24,500.00	—	13,744.79	13,744.79
Yukon Territory.....	21,600.00	6,229.18	4,525.73	10,754.91
Totals.....	3,500,000.00	19,805.26	2,327,915.76	2,347,721.02

TABLE 3—Training of Unemployed—Allotments and Payments
Schedule "M"

Province	Federal Allotment	Claims Paid in 1960-61 to April 30, 1961		
		For Previous Year	For 1960-61	Total Payments
	\$	\$	\$	\$
Newfoundland.....	50,000.00	—	49,103.19	49,103.19
Prince Edward Island....	18,750.00	—	—	—
Nova Scotia.....	257,000.00	—	234,071.61	234,071.61
New Brunswick.....	105,000.00	—	75,045.12	75,045.12
Quebec.....	379,250.00	—	40,295.97	40,295.97
Ontario.....	100,000.00	18.33	17,498.62	17,516.95
Manitoba.....	185,500.00	—	163,692.71	163,692.71
Saskatchewan.....	140,000.00	—	119,024.09	119,024.09
Alberta.....	158,000.00	—	157,636.81	157,636.81
British Columbia.....	330,000.00	—	139,055.71	139,055.71
Northwest Territories....	500.00	—	500.00	500.00
Totals.....	1,724,000.00	18.33	995,923.83	995,942.16

TABLE 4—Training of Unemployed—Enrolments
Schedule "M"

Province	Full-Time				Part-time		Total Enrolment	Days' Training
	In training		Apr. 1, 1960 to		Apr. 1, 1960 to			
	March 31, 1960		March 31, 1961		March 31, 1961			
	Men	Women	Men	Women	Men	Women		
Newfoundland.....	—	—	149	6	—	—	155	12,081
Prince Edward Island....	—	—	94	—	—	—	94	5,328
Nova Scotia.....	114	65	223	106	—	—	508	38,142
New Brunswick.....	10	54	220	91	—	—	375	26,452
Quebec.....	—	—	3,862	308	—	—	4,170	139,687
Ontario.....	—	—	432	62	—	—	494	12,191
Manitoba.....	260	141	742	274	—	—	1,417	90,965
Saskatchewan.....	48	64	463	244	—	—	819	38,242
Alberta.....	20	174	349	394	572	71	1,580	56,603
British Columbia.....	89	288	338	447	—	—	1,162	111,084
Totals.....	541	786	6,872	1,932	572	71	10,774	530,775

TABLE 5—Training for Disabled Persons—Allotments and Payments
Schedule "R"

Province	Federal Allotment	Claims Paid in 1960-61 to April 30, 1961		
		For Previous Year	For 1960-61	Total Payments
	\$	\$	\$	\$
Newfoundland.....	12,000	—	10,325.67	10,325.67
Prince Edward Island.....	968	—	967.31	967.31
Nova Scotia.....	48,000	4.28	45,317.77	45,322.05
New Brunswick.....	57,700	—	49,594.10	49,594.10
Ontario.....	157,000	18.33	153,030.29	153,048.62
Manitoba.....	31,000	—	22,604.79	22,604.79
Saskatchewan.....	27,000	—	23,663.57	23,663.57
Alberta.....	18,000	—	17,161.99	17,161.99
British Columbia.....	12,500	—	6,878.88	6,878.88
Totals.....	364,168	22.61	329,544.37	329,566.98

TABLE 6—Training for Disabled Persons—Enrolments
Schedule "R"

Province	In Training March 31, 1960		April 1, 1960 to March 31, 1961		Total Enrolment	Days' Training
	Men	Women	Men	Women		
Newfoundland.....	27	7	38	11	83	6,086
Prince Edward Island....	2	2	1	1	6	695
Nova Scotia.....	37	18	70	23	148	13,676
New Brunswick.....	42	24	70	41	177	14,166
Ontario.....	149	86	301	156	692	not available
Manitoba.....	38	17	56	30	141	10,063
Saskatchewan.....	28	12	32	11	83	not available
Alberta.....	16	10	30	19	75	4,757
British Columbia.....	17	9	23	8	57	4,787
Totals.....	356	185	621	300	1,462	54,230

TABLE 7—Training in Primary Industries and in Homemaking—Allotments and Payments
Schedule "P"

Province	Federal Allotment	Claims paid in 1960-61 to April 30, 1961		
		For Previous Year	For 1960-61	Total Payments
	\$	\$	\$	\$
Newfoundland.....	24,400.00	1,127.24	16,173.24	17,300.48
Prince Edward Island.....	2,275.00	—	—	—
Nova Scotia.....	28,000.00	—	25,811.84	25,811.84
New Brunswick.....	30,000.00	—	28,416.47	28,416.47
Manitoba.....	15,000.00	—	8,105.60	8,105.60
Saskatchewan.....	22,600.00	—	16,117.14	16,117.14
Alberta.....	11,000.00	—	4,107.49	4,107.49
British Columbia.....	3,051.00	—	418.01	418.01
Northwest Territories.....	600.00	—	600.00	600.00
Totals.....	136,926.00	1,127.24	99,749.79	100,877.03

TABLE 8—Training in Primary Industries and in Homemaking—Enrolments
Schedule "P"

Province	Full-time				Part-time		Total Enrolment	Days' Training
	In training		April 1, 1960 to		April 1, 1960 to			
	March 31, 1960		March 31, 1961		March 31, 1961			
	Men	Women	Men	Women	Men	Women		
Newfoundland.....	—	—	299	—	—	—	299	4,790
Prince Edward Island...	—	—	—	—	—	—	—	—
Nova Scotia.....	65	—	340	1	—	—	406	6,950
New Brunswick.....	147	52	158	57	—	—	414	23,428
Manitoba.....	—	—	798	201	182	—	1,181	5,794
Saskatchewan.....	—	—	1,416	606	—	—	2,022	10,038
Alberta.....	14	—	802	—	—	—	816	3,784
British Columbia.....	—	—	11	—	—	1,159	1,170	8,952
Totals.....	226	52	3,824	865	182	1,159	6,308	63,736

TABLE 9—Student Aid—Allotments and Payments
Schedule "H"

Province	Federal Allotment	Claims Paid in 1960-61 to April 30, 1961		
		For Previous Year	For 1960-61	Total Payments
	\$	\$	\$	\$
Newfoundland.....	8,000	—	8,000.00	8,000.00
Prince Edward Island.....	5,500	—	5,500.00	5,500.00
Nova Scotia.....	10,000	—	9,965.00	9,965.00
New Brunswick.....	15,000	—	14,975.00	14,975.00
Ontario.....	100,000	—	100,000.00	100,000.00
Manitoba.....	7,500	—	7,500.00	7,500.00
Saskatchewan.....	30,000	—	30,000.00	30,000.00
Alberta.....	10,000	—	10,000.00	10,000.00
British Columbia.....	30,000	—	—	—
Northwest Territories.....	3,000	—	631.05	631.05
Yukon Territory.....	600	600.00	—	600.00
Totals.....	219,600	600.00	186,571.05	187,171.05

TABLE 10—Student Aid Enrolments

Schedule "H"

Province	Medicine	Veterinary Medicine	Dentistry	Pharmacy	Applied Science	Engineering	Arts and Science	Arts	Science	Architecture	Agriculture	Education	Teacher Training	Physical Educ.	Commerce	Business Administration	Law	Home Economics	Music	Miscellaneous	University Students		Nurses in Training	Total
																					Men	Women		
Nfld.....	—	—	—	—	—	—	—	—	—	—	—	43	—	—	—	—	—	—	—	—	23	20	—	43
P.E.I.....	13	1	—	1	15	—	—	25	16	—	1	1	1	—	5	—	1	1	—	2	66	17	—	83
N.S.....	3	—	—	—	19	—	—	14	5	—	2	2	2	—	6	—	2	2	—	43	14	—	—	57
N.B.....	13	4	4	—	50	—	—	36	21	4	6	2	—	1	15	—	8	—	2	14	160	17	—	177
Ont.....	64	2	14	12	190	—	91	451	81	9	25	—	—	6	10	—	—	—	4	5	657	308	10	975
Man.....	6	—	—	1	4	—	1	8	7	—	1	1	—	—	—	—	1	2	—	8	24	16	44	84
Sask.....	6	—	—	1	20	—	—	50	—	—	6	21	—	—	3	—	—	5	—	10	68	55	35	158
Alta.....	2	—	1	3	19	—	22	—	—	—	—	25	—	—	2	—	—	1	—	2	46	30	31	107
B.C.....	65	5	33	15	66	—	296	—	—	5	13	235	—	6	25	—	27	12	2	37	540	302	23	865
Totals.....	172	12	52	33	383	410	584	130	18	54	329	13	66	39	24	9	78	1,627	779	143	2,549			

TABLE 11—Training for the Armed Forces

Schedule "K"

Province	Claims Paid—1960-61 to April 30, 1961					Enrolments			
	Federal Allotment	For Previous Year	For 1960-61	Total Payments	In Training March 31/60 To April 1/60	Total Enrolment	Hours' Training		
Alberta.....	18,500	—	\$ 18,500	\$ 18,500	12	30	9,996		
Totals.....	18,500	—	\$ 18,500	\$ 18,500	12	30	9,996		

TABLE 12—Apprentice Training—Allotments and Payments

Province	Federal Allotment	Claims Paid in 1960-61 to April 30, 1961		
		For Previous Year	For 1960-61	Total Payments
	\$	\$	\$	\$
Newfoundland.....	75,000	—	34,637.35	34,637.35
Nova Scotia.....	102,000	816.22	95,642.18	96,458.40
New Brunswick.....	100,000	—	98,832.67	98,832.67
Ontario.....	600,000	985.36	563,648.84	564,634.20
Manitoba.....	90,240	—	80,786.09	80,786.09
Saskatchewan.....	195,000	—	152,696.85	152,696.85
Alberta.....	470,000	—	445,465.13	445,465.13
British Columbia.....	357,410	—	164,194.60	164,194.60
Northwest Territories.....	350	—	341.50	341.50
Totals.....	1,990,000	1,801.58	1,636,245.21	1,638,046.79

TABLE 13—Apprentice Training—Class Enrolments

Province	Full-time Classes														Days' Training Full-time Classes		
	Part-time Classes			Pre-apprenticeship			Post-employment			Correspondence Courses				Hours' Training Part-time Classes		Total Enrolment	
	In Training Mar. 31/60	Apr. 1/60 to Mar. 31/61	538	In Training Mar. 31/60	Apr. 1/60 to Mar. 31/61	73	In Training Mar. 31/60	Apr. 1/60 to Mar. 31/61	86	In Training Mar. 31/60	Apr. 1/60 to Mar. 31/61	226	In Training Mar. 31/60				Apr. 1/60 to Mar. 31/61
Newfoundland.....	429		538	64		73	86		226	145		111	1,672	24,597	9,445		
Nova Scotia.....	232		223	33		80	61		288	10		15	942	43,912	18,166		
New Brunswick.....	606		1,024	62		104	13		52	43		42	1,946	50,963	12,368		
Ontario.....	—		—	—		—	804		2,774	—		—	3,578	—	139,734		
Manitoba.....	85		148	39		83	171		809	—		19	1,354	6,684	30,604		
Saskatchewan.....	—		—	25		47	260		1,031	—		—	1,363	—	40,158		
Alberta.....	—		—	—		—	693		3,780	—		—	4,473	—	108,293		
British Columbia.....	334		2,140	157		407	76		474	6		—	3,594	131,507	53,993		
Totals.....	1,686		4,073	380		794	2,164		9,434	204		187	18,922	257,663	412,761		

**TABLE 14—Apprentices Registered with Provincial Departments of Labour
as of March 31, 1961**

	Nfld.	N.S.	N.B.	Ont.	Man.	Sask.	Alta.	B.C.	Total
Aeronautical Mechanics.....	—	32	—	—	—	—	—	—	32
Auto-Body and Fender Repair.....	70	63	84	—	76	47	269	—	609
Barbers.....	—	—	—	51	—	49	—	45	145
Blacksmiths.....	—	—	—	2	1	—	—	—	3
Boiler Shop Workers.....	—	8	—	1	—	—	—	16	25
Boat Builders.....	—	—	—	—	—	—	—	43	43
Bricklayers and Masons.....	6	19	19	90	100	44	60	21	359
Cabinet Makers.....	—	—	1	4	—	—	—	—	5
Carpenters.....	88	106	117	270	171	247	273	246	1,518
Cooks.....	—	—	—	—	—	—	32	—	32
Draftsmen.....	1	3	6	33	—	—	—	—	43
Electrical Construction Workers.....	188	117	164	985	351	227	691	303	3,026
Electrical Maintenance.....	4	56	30	123	11	—	—	—	224
Glass Workers.....	—	—	—	—	—	—	—	14	14
Hairdressers.....	—	—	—	467	—	63	—	66	596
Instrument Makers.....	1	—	12	32	—	—	—	—	45
Jewellery and Watch Repair.....	—	—	—	—	—	—	—	7	7
Lathers.....	—	—	—	81	18	—	3	—	102
Linemen.....	—	—	59	—	—	Power Elect.	9	—	68
Machinists.....	21	60	26	92	7	—	50	176	432
Heavy Duty Mechanics.....	—	—	—	—	—	—	132	76	208
Diesel Elect. Eng.....	25	—	—	—	—	—	—	—	25
Millworkers (Factory Woodworkers).....	—	—	3	5	17	—	—	—	25
Millwrights.....	7	—	35	18	—	—	11	16	87
Motor Vehicle Repair.....	228	132	302	3,291	470	331	1,265	270	6,289
Moulders.....	—	—	—	1	—	—	—	17	18
Office Mach. Mechanics.....	—	—	—	—	—	—	—	11	11
Painters and Decorators.....	—	—	7	60	102	16	65	23	273
Pattern Makers.....	—	2	1	6	—	—	—	6	15
Plasterers ¹	—	—	—	104	52	—	49	48	253
Plumbers and Pipefitters.....	154	100	168	858	271	197	488	222	2,458
Printers.....	—	—	6	9	—	—	—	12	27
Radio (Maintenance and Repair)....	—	—	—	2	—	42	110	—	154
Refrigeration Workers.....	—	—	—	20	14	—	47	12	93
Sheet Metal Workers.....	3	19	26	454	119	142	277	117	1,157
Ship Fitters and Shipwrights.....	—	23	—	—	—	—	—	—	23
Sign Painters.....	—	—	—	—	—	—	—	7	7
Stationary Engineers.....	201	—	37	2	—	—	—	—	240
Steamfitters ²	—	28	—	318	94	—	305	—	745
Steel Fabrication Workers.....	—	—	—	—	—	—	—	58	58
Switchboard Operators.....	—	—	11	—	—	—	—	—	11
Tilesetters ³	—	—	—	—	22	—	16	—	38
Welders.....	3	—	55	9	—	64	555	—	686
Structural Iron Workers.....	—	—	—	1	—	—	—	31	32
Plastic Fabrication.....	—	10	—	—	—	—	—	—	10
Knitting Machine Adjusters.....	—	—	—	2	—	—	—	—	2
Miscellaneous.....	18	4	—	8	—	—	—	23	53
Totals.....	1,018	782	1,169	7,399	1,896	1,469	4,707	1,886	20,326

¹ Included with bricklayers in New Brunswick.² Included with plumbers in British Columbia.³ Included with pipefitters in British Columbia.

International Labour Organization

The Department of Labour serves as the official link between the International Labour Organization and Canada. The ILO Branch co-ordinates all work relating to the ILO in Canada: within the Department and other federal government departments, particularly the Department of External Affairs, with the ten provincial governments, with the major employer and worker organizations, and with the general public. The Branch arranges for Canadian delegations (government, employer and worker representatives) to international labour conferences and committee meetings. The Branch also takes the lead in preparing the briefing instructions for the government delegates to ILO meetings. After consultation with federal and provincial departments and agencies, and with the major employer and worker organizations, reports are prepared under the supervision of the Branch in reply to ILO inquiries on a wide variety of labour matters. In addition, annual and periodical reports are prepared relating to the application of ILO Conventions and Recommendations. These annual and periodical reports, in addition to ILO reports and studies on various labour problems of current international interest, are distributed to the provincial departments of labour and the major employer and worker organizations.

DURING the year the Branch completed arrangements for Canadian tripartite participation at the following ILO meetings in Geneva (listed in chronological order): 6th session of the Petroleum Committee; 145th session of the Governing Body; 44th session of the International Labour Conference; 146th session of the Governing Body; Ad Hoc Tripartite Meeting on Civil Aviation; 147th session of the Governing Body; Inter-American Study Conference (Montevideo) on Labour-Management Relations; 148th session of the Governing Body.*

The Montevideo Conference was the first ILO meeting of this nature to be held in the Americas and the Canadian tripartite delegation was headed by R. D. Thrasher, M.P., Parliamentary Secretary to the Minister of Labour.

Discussions at the Conference

The 44th session of the International Labour Conference was held in Geneva, Switzerland, June 1 to 23, 1960, and was attended by more than 900 delegates, advisers and observers from 78 member countries and 17 territories. Ministers of

* Detailed reports on these meetings were carried in *The Labour Gazette*.

The ILO

Established in 1919, the International Labour Organization became in 1946 a Specialized Agency of the United Nations and now has 97 member nations. Tripartite delegations, consisting of government, employer and worker representatives, participate in ILO conferences and programs. The Governing Body is the executive council of the Organization.

The yearly sessions of the International Labour Conference form a world assembly for discussion of labour and social problems, and Conference decisions are formulated in Conventions, Recommendations and Resolutions. There are also various regional conferences, industrial committees and other special meetings to consider the current problems of particular regions, industries and occupations. The International Labour Office comprises the secretariat, which provides, on request, expert assistance and advice to member countries on manpower and technical assistance projects. The research facilities, labour library and wide range of publications of the Office are also available to member states.

Canada has participated in the work of the ILO since its establishment, and is one of the ten countries of chief industrial importance that are permanent members of the Governing Body. Canada sends tripartite delegations to the annual ILO Conference and to sessions of the industrial committees which convene periodically to discuss special problems in the following industries: building, civil engineering and public works; chemical industries; coal mines; inland transport; iron and steel; metal trades; petroleum; and textiles. Canada has sent representatives in recent years to ad hoc meetings concerning such industries as mines other than coal mines, timber and civil aviation, and such occupations as teaching and nursing. In addition, there were Canadian members on various ILO advisory bodies.

Canada aids the Technical Assistance Program of the ILO by providing experts in various types of industrial training for service in underprivileged countries, and by arranging training courses in Canada for selected persons from such countries.

Labour of 31 countries were present. The Canadian government delegates were G. V. Haythorne, now Deputy Minister of Labour, and Paul Goulet, Assistant to the Deputy Minister and Director of the ILO Branch; the Canadian employer delegate was T. H. Robinson, Manager, Industrial Relations, Canadian International Paper Company, Montreal; and the worker delegate was S. H. Knowles, Executive Vice-President, Canadian Labour Congress, Ottawa.

The Conference adopted three new international instruments: a Convention and a Recommendation on protection of workers against ionising radiations, and a Recommendation on consultation and co-operation between public authorities and employers' and workers' organizations at the industrial and national levels. First discussions were held on a Recommendation on reduction of hours of work and a Recommendation concerning workers' housing. The Conference also held a general discussion on the contribution of the ILO to the raising of incomes and living conditions in rural communities, with particular reference to countries in process of development. Resolutions were adopted on a number of subjects of current interest, such as protection of female workers against ionising radiations, economic aid to developing countries, living and working conditions of young workers, and discrimination.

At this session the ILO's 1961 budget, totalling \$9,857,110, was approved. Of this, Canada's assessment, calculated at the rate of 3.5 per cent, amounts to a net contribution of \$342,837.

The Conference was informed by the chairman of the Governing Body of the decision to set up an International Institute for Labour Studies in Geneva, under the auspices of the ILO and with the full support of the United Nations and the other Specialized Agencies. The Institute, which will be financed from an endowment fund, will supplement the ILO's educational and technical assistance activities. It will undertake and promote research into labour problems and draw upon the work done in national universities and research centres, and will sponsor and develop seminars and round-table conferences for groups from management, trade unions, governments, professions and universities.

Varied Subjects

During the year the Governing Body held four sessions. The main purpose of the June 1960 session was to hold the triennial elections of government, employer and worker members of the Governing Body as well as of deputy members and substitute members.* T. H. Robinson of Montreal was elected as a deputy employer member and Kalmen Kaplansky of Ottawa as a deputy worker member, for a three-year period to 1963.

The Governing Body also discussed the agendas and conclusions of various ILO meetings, action to be taken on the recommendations of such meetings, decisions of various Governing Body Committees (such as those on Freedom of Association, Improvement of Conference Procedures, Operational Programs, International Organizations, Standing Orders and Application of Conventions and Recommendations), reports received from member countries on labour legislation, financial and administrative questions, development of technical assistance projects and programs, and other related matters. The March 1961 session approved, with revisions, the draft 1962 budget estimates presented by the Director-General, which will be sent forward to the 45th ILO Conference in June 1961.

The 6th session of the Petroleum Committee studied trade union organization and employer-employee communication in the petroleum industry, and action taken on the resolutions of previous sessions. The Ad Hoc Tripartite Meeting on Civil Aviation discussed conditions of employment in the industry and hours of duty and rest periods of flight personnel. The Inter-American Study Conference on Labour-Management Relations had the following agenda: (1) the part played by legislation and collective bargaining in determining working conditions and settling labour disputes; (2) dismissal and layoff procedures and job security; (3) measures which can be taken within undertakings to promote good relations between management and staff; (4) the contribution of universities and research and training institutions to the improvement of labour-management relations.

* As mentioned previously, Canada has a permanent government seat on the Governing Body. The Canadian government representative is G. V. Haythorne, Deputy Minister of Labour.

Operational Program

While continuing to improve the International Labour Code, which now comprises 115 Conventions and 114 Recommendations adopted at ILO Conferences, the ILO during the year expanded its operational program, particularly for the benefit of the underdeveloped areas of the world. In addition to its technical assistance activities under its regular budget, the ILO in 1960 spent \$2,744,788 under the U.N. Expanded Programme of Technical Assistance, and \$234,666 under the U.N. Special Fund for Technical Assistance. In 1961 the ILO will spend \$3,832,119 under the Expanded Program, and \$5,200,920 from the Special Fund.

The growing importance of ILO expansion in the operational field led to the recent merging of the ILO Technical Assistance Committee and the Manpower and Employment Committee into the Committee on Operational Programs. The need for help is especially urgent in Africa, where in two years 16 new countries have joined the ILO. The ILO opened its first African field office in Nigeria in 1959 and the Governing Body recently approved an East African field office. The first African Regional Conference was held in 1960 and an African Advisory Committee was set up.

A total of 77 countries received technical aid from the ILO in 1960, and 337 ILO experts undertook 363 missions, of which the majority were in Asia, Africa and Latin America. The broad areas into which ILO technical assistance falls are: manpower organization (including vocational training); productivity and management development; co-operation, small-scale industries and handicrafts; social security; labour conditions and administration.

During the year, Dr. Paul Casselman of the Economics and Research Branch, Department of Labour, Ottawa, completed an ILO project in manpower planning in Southeast Asia; S. B. Ericsson of Montreal was assigned as an ILO expert in productivity in Egypt, October 1960 to August 1961; G. Davidson, Shell Oil Company, Toronto, was appointed chief of an ILO mission on management development and productivity in East Pakistan, December 1960 to November 1961.

Administrative Services

The Branch is responsible for providing administrative services to all operating units of the Department. It is also responsible for the preparation of the estimates of the financial needs of the Department and for the allotment of premises. The Director of the Branch also acts as financial adviser to the Deputy Minister and is the senior personnel officer of the Department. In carrying out its functions the Branch maintains close liaison with the Civil Service Commission, the Treasury Board, the Department of Public Works and the Office of the Comptroller of the Treasury. The Branch comprises eight divisions—Accounts, Records, Equipment and Supplies, Library, Mechanical Tabulation, Personnel, Publications and the Stenographic Pool.

Accounts Division

THE Accounts Division acts as a clearing centre in the processing and issuing of cheques in payment of accounts emanating from the various departmental branches, such as travelling expenses claims, miscellaneous accounts covering the supply of goods and services as well as the claims for the provinces under various federal-provincial agreements. It controls commitments against the various departmental appropriations through the release of financial encumbrances. During 1960-61 some 6,500 requisitions for cheque issue totalling more than \$24,000,000 were cleared through this Division. Statements showing the expenditures made during the year under the various appropriations and by objects of expenditure appear in a separate section of this report on pages 10 and 11.

Records Division

The Records Division consists of one main registry and two sub-registries. It maintains files and records for all branches of the Department, except the Annuities Branch, which has its own registry. The Division carries on a continuous file screening process. During the year it screened 3,841 files and recommended 2,347 files for destruction. Approximately 30,000 dormant and semi-dormant files were transferred to the Public Records Centre for safekeeping.

Equipment and Supplies Division

The Equipment and Supplies Division deals with the procurement, storing and issuing of the printing, stationery, equipment and furniture required for the administration of the Department. It maintains control accounts for all items of

stationery, supplies, equipment and furniture and a physical inventory is taken annually. The value of stationery and supplies on hand as of March 31, 1961, was \$53,840. It processed 1,462 procurement orders and filled approximately 7,500 Branch requisitions for stationery and supplies, etc.

It is also the responsibility of this Division to maintain mail and messenger services to all Branches in Ottawa which are located in seven different buildings. In 1960-61, 1,160,000 pieces of mail were received and distributed within the Department. During the same period, 1,770,000 pieces of outgoing mail were handled.

Library

The Library, set up originally for the use of departmental officials in 1900, has grown to be one of the most complete labour libraries in Canada. It serves as a source of information and as a lending library for other departments as well as for employers, unions, students and the general public.

In 1960-61, the departmental Library increased its collection of books and pamphlets by 2,600. Four hundred of these volumes were distributed for use in branch libraries. The Government of Pakistan received from the Library 250 duplicate volumes. The regular monthly list of new titles added to the Library shelves continued to appear in *The Labour Gazette*. Five special bulletins were issued to keep departmental officials informed on how the Library service can assist them with reference material.

Mechanical Tabulation Division

This is a punch card machine installation for processing and tabulating statistical financial data for all Branches of the Department. However, its principal work is to process material for the Economics and Research Branch in connection with its wages and working conditions survey. During the year, it also did considerable work for the Annuities Branch and this service will be greatly expanded during the next fiscal year.

During the past year, additional special assignments were carried out by the Division on wage studies for the Pay Research Bureau of the Civil Service Commission. Assignments are also carried out for the Unemployment Insurance Commission on a regular basis. During the course of the year over seventy million cards were processed through the various machine runs.

In view of the anticipated conversion in 1961-62 of certain of the Annuities Branch accounting processes to a punch-card system, considerable planning and reorganization were necessary during the current year to meet this anticipated demand. Arrangements were made to ensure that the necessary personnel, machinery and auxiliary equipment, forms, cards, codes, and procedures, etc., would be in readiness for the conversion.

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CANADA

DEPARTMENT OF

ANNUAL REPORT
for the fiscal year
ended March 31, 1962



ABOUR



CANADA

DEPARTMENT OF LABOUR

ANNUAL REPORT

for the fiscal year ended March 31

1962

ROGER DUHAMEL, F.R.S.C.,
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OTTAWA, 1963



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For the year ending 31st Dec 1961

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*To His Excellency,
Major General Georges P. Vanier, D.S.O., M.C., C.D.,
Governor General and Commander-in-Chief of Canada.*

MAY IT PLEASE YOUR EXCELLENCY:

The undersigned has the honour to forward to Your Excellency the accompanying Report of the Deputy Minister on the work of the Department of Labour for the fiscal year ended March 31, 1962, all of which is respectfully submitted.

MICHAEL STARR,
Minister of Labour.

REPORT OF THE DEPUTY MINISTER OF LABOUR
FOR THE FISCAL YEAR ENDED MARCH 31, 1962

TO THE HONOURABLE MICHAEL STARR,
MINISTER OF LABOUR,

Sir,—I have the honour to submit a Report of
the work of the Department of Labour for the fiscal
year ended March 31, 1962.

I have the honour to be, Sir,

Your obedient servant,

GEORGE V. HAYTHORNE,
Deputy Minister of Labour.

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Introduction

As the 1961-62 fiscal year began, the Department was deeply engaged in several programs whose objects were: first, to bring about an immediate reduction in the number of unemployed, and, second, to forestall future unemployment by equipping the labour force, and those soon to enter it, with the skills needed to meet the rapidly changing requirements of the labour market.

THE broadening of the Municipal Winter Works Incentive Program helped to increase both the number of municipalities participating and the number of on-site jobs provided. The Special Services Branch processed more than eight thousand applications for federal contributions to municipal projects. The 1961-62 Program was the most successful since its introduction in 1958.

The Winter Employment Campaign—the “Do It Now” campaign—was again expanded by aggressive liaison work by the Information Branch with advertisers and advertising and publicity media. The campaign has now operated in seven consecutive winters.

Programs for the training of unemployed have also developed rapidly since passage of the new Technical and Vocational Training Assistance Act.

Since the coming into force of this new Act in the second half of the previous fiscal year, facilities for technical and vocational training have been expanded at a rapid rate by the provinces in co-operation with the federal Government. By year's end, the provinces had submitted and the federal Government had assured support for the construction, expansion and equipping of 376 schools and institutes; these schools will accommodate some 105,000 additional trainees. New programs to train technical and vocational teachers to staff the new schools were set in motion, plans for developing training-in-industry schemes were progressing. Much of the training that it will be possible to give in the expanded facilities will be for skills and occupations that previously existing institutions were not able to teach.

During the year federal contributions toward training programs operated under the Technical and Vocational Training Assistance Act amounted to some \$35,730,000.

The Special Capital Cost Allowances Program initiated by the Government in 1961, another program aimed at increasing employment, brought a new task to the Economics and Research Branch. The Employment and Labour Market Division of the Branch was given the job of investigating applications from local authorities for designation as a surplus manpower area for purposes of the program. The investigation is made to determine whether employment and unemployment in past years satisfy certain conditions laid down. During the year, 98 applications were received. Those from 51 municipalities were included in the 32 areas that were designated as surplus manpower areas, 44 areas or localities were found to be not qualified, and 3 applications were still under investigation at the end of the year.

This Branch co-operated with the provincial governments of Nova Scotia and New Brunswick in studies of the characteristics of unemployed workers in certain areas of those provinces. The surveys form part of a study of seasonal unemployment in these two provinces.

Another survey for which the Branch was making plans was one of a sample of electronic computer users to determine the employment, occupational and organizational effects of office automation.

The Department's industrial relations officers also had a busy year. Conciliation officers were appointed in 90 disputes, 12 of which were carried over from the previous year. They effected settlements in 47 of them, were unable to effect settlements in 25, and had 14 cases in hand at the end of the year; 4 disputes lapsed. Conciliation proceedings under the Industrial Relations and Disputes Investigation Act directly affected 167,854 employees, about 22,000 more than during the previous year.

There were 130 applications for certification before the Canada Labour Relations Board during the year; 24 of them were under investigation at the close of the previous year. Of these 130 applications, 66 were granted, 32 rejected, 21 withdrawn, and 11 still under investigation at year's end. During the year the Board ordered 13 representation votes.

Agreement in principle was reached on a federal-provincial Work Injuries Statistics Program, which will provide statistical information on all compensable work injuries in Canada.

The Annuities Branch reported that a further 11,597 Canadians came under the security provisions of the Government Annuities Act, and that 74 per cent of the new deferred annuities purchased during the year were registered for tax exemption on premiums under the Income Tax Act. The Government Employees Compensation Branch reported an increase in the number of accident claims approved; although the number of accident claims increased by a little more than 3 per cent, the ratio of accidents to employees covered was virtually unchanged, because coverage was extended to more government employees. The Civilian Rehabilitation Branch reported an increase in the number of persons rehabilitated under the Vocational Rehabilitation of Disabled Persons Act. The Labour Gazette reported an increase in subscription rates and a fractional decrease in circulation.

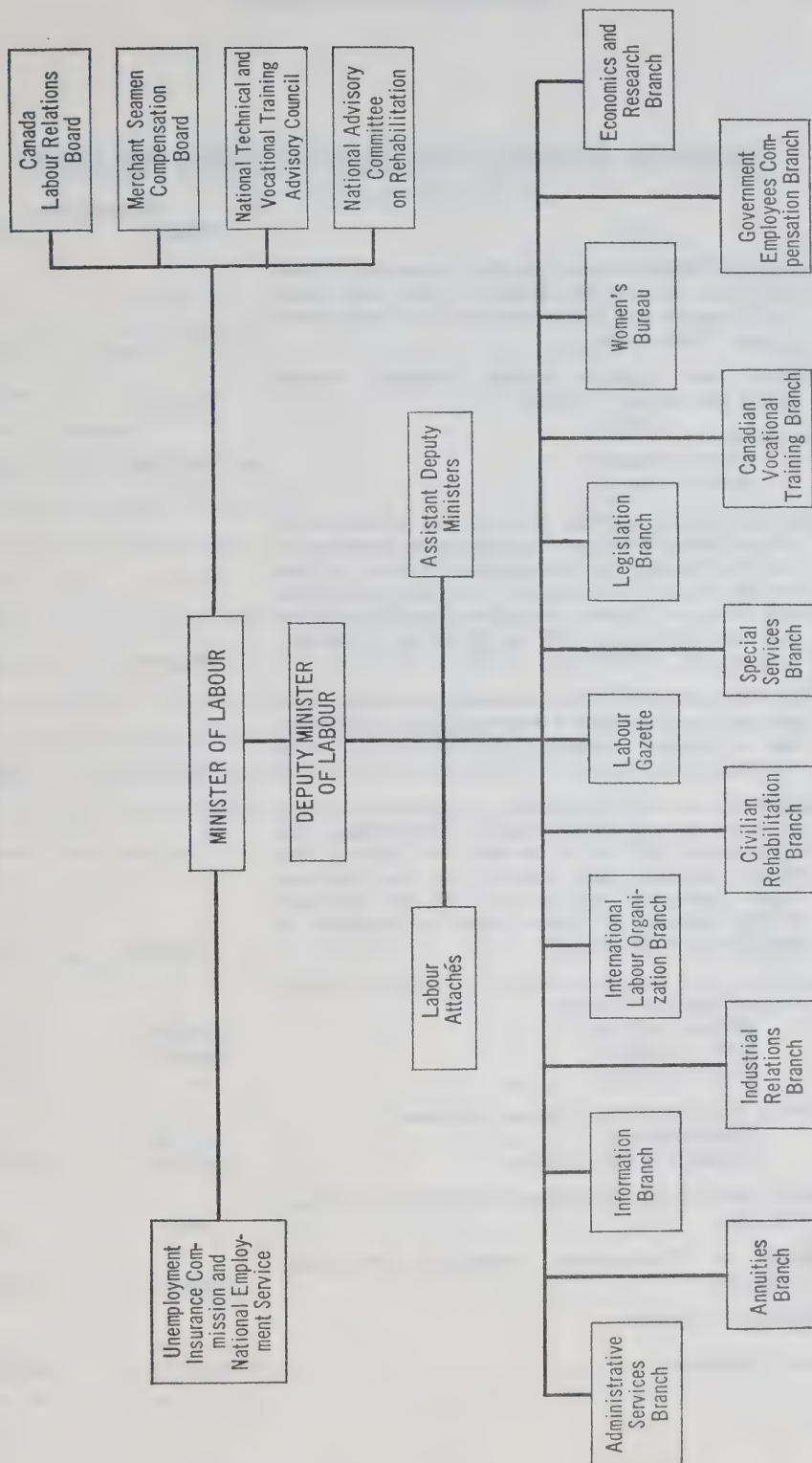
During the year Dr. W. R. Dymond succeeded Dr. George V. Haythorne, now Deputy Minister, as Assistant Deputy Minister. At the time of his appointment Dr. Dymond was Director of the Economics and Research Branch, and was succeeded in that position by J. P. Francis, who had been Head of the Manpower Resources Division of the Branch. Another appointment during the year was that of George E. Simmons as Co-ordinator, Emergency Planning.

Gordon G. Cushing, Assistant Deputy Minister, was named Chairman of the Merchant Seamen Compensation Board, to succeed Arthur H. Brown, retired Deputy Minister.

In 1961-62 the establishment of the Department provided for 652 positions—26 more than in the previous year. New legislation entailed additional staff in several of the branches.

During the year 126 persons were appointed to the Department and 78 left; of these 9 were retired on superannuation, 18 were transferred to other departments, and the remainder left the Public Service.

DEPARTMENT OF LABOUR



Comparative Statement of Expenditures for 1960-61 and 1961-62

Vote	Expenditures	
	1960-61	1961-62
Departmental Administration, including a grant of \$10,000 to Frontier College, the Minister's salary and motor car allowance and the expenses of the International Labour Conferences	\$ 1,153,721	\$ 1,343,221
Economics and Research Branch, including research grants and related expenses	720,106	793,647
Annuities Act		
Administration	1,161,924	1,191,115
Pension Plan	—	11,000
Industrial Relations activities including the administration of the Industrial Relations and Disputes Investigation Act, the Canada Fair Employment Practices Act, the Female Employees Equal Pay Act, the Fair Wages and Hours of Labour Act, the Annual Vacations Act, and Regulations, and the promotion of labour-management co-operation	590,827	600,582
Civilian Rehabilitation Branch including payments to the provinces to implement a program for the rehabilitation of disabled persons, in accordance with terms and conditions approved by the Governor in Council	207,628	265,536
Special Services Branch including the promotion of a program for combatting seasonal unemployment, the organization and use of workers for farming and related industries and assistance to the provinces under agreements entered into with the provinces by the Minister of Labour with the approval of the Governor in Council	565,014	564,307
Payments to the provinces under the Municipal Winter Works Incentive Program		
1959-60 program	8,058,038	85,459
1960-61 program	863,376	21,805,645
1961-62 program	—	2,457,109
Technical and Vocational Training Assistance		
Administration	133,521	142,563
Payments to the provinces	8,452,710	35,729,624
Administration of the Government Employees Compensation Act	106,852	112,671
Payments of Compensation respecting Government Employees	2,080,021	2,248,831
Miscellaneous Gratuities	—	750
TOTALS, Department	\$24,093,738	\$67,352,060

**Comparative Statement of Expenditures for 1960-61 and 1961-62
by Object of Expenditures**

Object	Expenditures	
	1960-61	1961-62
Salaries and Wages	\$ 2,820,567	\$ 3,023,295
Overtime	1,963	4,774
Civilian Allowances	25,042	26,510
Professional and Special Services	674,914	684,668
Travelling and Removal Expenses	109,848	113,030
Freight, Express and Cartage	6,064	7,885
Postage	8,203	8,960
Telephones, Telegrams and Other Communication Services	30,592	33,400
Publication of Departmental Reports and Other Material	159,456	158,783
Films, Displays and Advertising	467,136	473,065
Office Stationery, Supplies, Equipment and Furnishings	103,421	177,670
Repairs and Upkeep of Equipment	2	196
Contributions, Grants, Subsidies, etc.	17,687,678	60,441,721
Pensions, Superannuation, etc.	1,849,802	2,020,713
Other Expenditures	149,050	177,390
TOTALS, Department	<u>\$24,093,738</u>	<u>\$67,352,060</u>

Industrial Relations

The Industrial Relations Branch is charged with the administration of five Acts: the Industrial Relations and Disputes Investigation Act (R.S.C. 1952, c. 152); Fair Wages and Hours of Labour Act R.S.C. No. 1952, c. 108); the Annual Vacations Act (S.C. 1957/58, c. 24); the Canada Fair Employment Practices Act (S.C. 1952/53, c. 19); and the Female Employees Equal Pay Act (S.C. 1956, c. 38). Under these Acts the functions and activities of the Branch are many and varied, and include the appointment of conciliation officers, conciliation boards and industrial inquiry commissions in labour-management disputes; the investigation of complaints of unfair labour practices, refusals to bargain and violations of labour legislation; the processing of applications for certification and decertification of trade unions and the conducting of representation votes; the determination of wage rates and hours of work in federal government contracts for construction or supplies; and the prevention of discrimination in employment based on race, national origin, colour or religion. The Branch is also responsible for wage surveys in order to make wage recommendations for prevailing rate employees of the Federal Government, and for services in connection with the establishment and functioning of labour-management committees. The Branch serves as the administrative agency of the Canada Labour Relations Board.

C ONCILIATION proceedings under the Industrial Relations and Disputes Investigation Act during the year directly affected 167,854 employees. During the year, conciliation officers effected settlements in 47 of the 90 labour-management disputes in which conciliation officers were appointed; 12 of the 90 had been carried over from the previous year. In 25 cases conciliation officers were unable to effect settlement and recommended the appointment of conciliation boards; 4 disputes at the conciliation officer stage lapsed; conciliation officers still had 14 cases in hand at the close of the year. Conciliation boards were appointed to deal with 28 disputes. In addition, reports were received from conciliation boards appointed to deal with 12 disputes in the previous year. In respect of these 40 disputes dealt with by conciliation boards, settlements were obtained on the basis of the boards' reports in 17 disputes; 4 disputes were not settled and legal strikes occurred; 4 disputes lapsed; 15 disputes were still pending at the close of the year.

The disputes making the most strenuous demands on the Department's conciliation service were those affecting railways, longshore operations, Great Lakes shipping, and trucking.

The Industrial Relations and Disputes Investigation Act

The Industrial Relations and Disputes Investigation Act applies to industries within federal jurisdiction, i.e., navigation, shipping, interprovincial railways, canals, telegraphs, interprovincial and international steamship lines and ferries, aerodromes and air transportation, radio broadcasting stations and works declared by Parliament to be for the general advantage of Canada or two or more of its provinces. Additionally, the Act provides that provincial authorities, if they so desire, may enact similar legislation for application to industries within provincial jurisdiction and make mutually satisfactory arrangements with the federal Government for the administration of such legislation.

The Minister of Labour is charged with the administration of the Act and is directly responsible for the appointment of conciliation officers, conciliation boards, and Industrial Inquiry Commissions concerning complaints that the Act has been violated or that a party has failed to bargain collectively, and for applications for consent to prosecute.

Sections 16 and 17 of the Act provide conciliation machinery for the adjustment of disputes where no settlement has been reached either in negotiations for a collective agreement following the certification of a bargaining agent or in negotiations for the renewal of an existing agreement. On the request of either party to such a dispute, or in any other case where he considers it advisable to do so, the Minister of Labour may appoint a conciliation officer to confer with the parties for the purpose of helping them to conclude an agreement. If a conciliation officer reports failure to bring about the settlement of a dis-

pute, the Minister may appoint a board of conciliation and investigation. The Minister may appoint a conciliation board without prior reference to a conciliation officer, but the usual practice is the appointment of a conciliation officer in the first instance.

When a conciliation board is appointed, each party to the dispute is invited to nominate one person for appointment to the board. The two members so appointed are then requested to recommend a third person for appointment as chairman. If they fail to agree, the Minister selects the chairman.

The first duty of a board of conciliation and investigation is to endeavour to bring about agreement between the parties on the matters in dispute. In the event of its failure to do so, it is required to report its findings and recommendations to the Minister. The Minister supplies each party with a copy of the report, which he may publicize in such manner as he sees fit. A strike or lock-out is prohibited until seven days after the receipt of the report by the Minister.

The Canada Labour Relations Board established under the Act administers provisions concerning the certification of bargaining agents, the writing of provisions, for incorporation into collective agreements, fixing a procedure for the final settlement of disputes concerning the meaning or violation of such agreements and the investigation of complaints referred to it by the Minister that a party has failed to bargain collectively and to make every reasonable effort to conclude a collective agreement. Activities of the CLRB are reported on page 17.

Conciliation Proceedings

As the previous year ended, no progress had been made in the discussions which had taken place, at the request of the Prime Minister, between the major Canadian railways and the negotiating committee representing the non-operating employees in an endeavour to reach a settlement of the dispute. On April 21,

the negotiating committee advised all concerned that a strike would take place on May 16, on the expiry of the railway operation Continuation Act of December 2, 1960. This Act resulted in the withdrawal of the strike notice effective December 3, 1960. On May 2, the Minister of Labour wired the parties to meet again and attempt to negotiate a settlement. After these meetings, the dispute was settled on the basis of the recommendations of the majority report of the Conciliation Board, and a two-year agreement effective January 1, 1960 was signed.

In January 1961, conciliation officers were appointed to deal with disputes between Locals 1654, 1869 and 1842 of the International Longshoremen's Association and various shipping companies in Toronto and Hamilton. The conciliation officers were unable to settle the disputes and in February and March, 1961, the Minister appointed conciliation boards to deal with them. In June, the boards submitted unanimous reports, which the companies accepted and the union rejected. In July, the Toronto locals struck the companies and the Minister instructed a conciliation officer to stand by to intervene if the further negotiations between the locals and the companies broke down. Direct negotiations were unsuccessful and the conciliation officer intervened. Settlements were reached on August 15 and work was resumed on August 18.

At the request of Local 880, International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America and the Motor Transport Industrial Relations Bureau, Toronto, representing several car carrier companies within federal jurisdiction, the Minister appointed a conciliation officer in August to mediate a dispute between the parties. At the same time the Minister of Labour for Ontario appointed a conciliation officer to deal with a dispute between the same local and the Bureau, representing car carriers within provincial jurisdiction. The conciliation officers acted jointly. In September, both conciliation officers recommended the appointment of conciliation boards. Both Ministers appointed conciliation boards with the same membership. In October, both Boards reported that they could not settle the disputes and made no recommendations. On November 26, the Union struck the employers. A federal conciliation officer and a provincial conciliation officer were appointed to mediate the dispute further. On January 13, 1962 the dispute was settled and the employees returned to work the next day.

In May, at the request of the Brotherhood of Locomotive Engineers, the Minister established conciliation boards to deal with disputes affecting locomotive engineers employed by the Canadian National Railways, and the Canadian Pacific Railway Company. The majority reports of the two Boards signed by the Chairmen and the employers' nominee in each case were filed with the Minister at the end of November. The nominee of the Brotherhood filed minority reports in mid-December. The railway companies accepted majority recommendations but the Brotherhood rejected them. After the release of the reports, the parties met to discuss the Boards' recommendations but could not reach agreement. The Brotherhood then took a vote of locomotive engineers to determine whether they were prepared to withdraw from service if a satisfactory settlement could not be reached. The vote was taken in December and January and it was reported that the locomotive engineers on both Railways had authorized strike action

if satisfactory agreements were not arranged. During February and March, the Brotherhood and the Railways again met to discuss settlement but were not successful. The companies were told that the locomotive engineers would withdraw their service from the CNR on April 1 and from the CPR on April 2. On March 21, the Minister requested the companies and the Brotherhood to resume negotiations. They did and reached a settlement on March 24. The threatened withdrawal from service was cancelled.

In July, at the request of the Brotherhood of Locomotive Firemen and Enginemen, the Minister appointed Conciliation Boards to deal with disputes between the Brotherhood and the CNR and CPR. At the request of the Chairmen and members of the boards, the Minister on several occasions extended the time limit in which to report. In March, the Board that dealt with the CNR dispute reported that all matters in dispute had been settled and that a collective agreement had been signed. As the year ended, the proceedings of the Board dealing with the CPR were not completed, but it was learned that a settlement had been reached.

In January, at the request of the Seafarers' International Union of Canada, the Minister appointed a conciliation officer to mediate a dispute between the Union and the Upper Lakes Shipping Limited and associated Companies. The conciliation officer was unable to effect a settlement and in February the Minister appointed a conciliation board to deal with the dispute. The first sitting of the Board was held in Montreal on March 5. After having been served with writs of prohibition halting the proceedings of the Board and a contempt of court order, all initiated by the SIU, the board chairman and the nominee of the companies filed statements with the Minister on March 27 informing him that the Board was not able to carry out its statutory duties because of actions of the Union. In the circumstances, the Minister released these statements as the report of the Board. As the year ended the parties were considering the report.

At the request of the Brotherhood of Railroad Trainmen, the Minister established conciliation boards in June and July to deal with disputes between the Brotherhood and the CNR and CPR. The Minister, at the request of the members of the boards, granted numerous extensions of the time limit to report. As the year ended, proceedings of the conciliation boards were still underway.

As the year ended, a conciliation board was appointed to deal with a dispute between the major Canadian railways and their non-operating employees. This dispute involved 110,000 employees. Conciliation boards have also been appointed to deal with disputes affecting the British Columbia towboat industry, the Montreal and Toronto motor transport industry, and the uranium industry. As the year ended, the proceedings of these boards were not completed.

A statistical analysis of conciliation proceedings under the Industrial Relations and Disputes Investigation Act for the year is presented in the table on page 16.

**Conciliation Proceedings under the Industrial Relations and Disputes Investigation Act,
by Disposition of Cases, April 1/61—March 31/62 and from Inception of the Act**

	1961-62		From Inception to March 31, 1962	
	Number of Disputes	Number of Workers Directly Affected	Number of Disputes	Number of Workers Directly Affected
Disputes being dealt with by conciliation officers at beginning of period.....	12	4,475	—	—
Disputes referred to conciliation officers.....	78	31,879	834	740,181
Totals.....	90	36,354	834	740,181
Disputes settled by conciliation officers.....	47	12,243	516	164,335
Disputes not settled by conciliation officers.....	25	21,316	284	571,009
Disputes which lapsed; no further action required.....	4	442	20	2,484
Disputes being dealt with by conciliation officers at end of period.....	14	2,353	14	2,353
Totals.....	90	36,354	834	740,181
Disputes being dealt with by conciliation boards at beginning of period.....	8	1,731	—	—
Disputes in which parties were considering conciliation board recommendations at beginning of period.....	4	120,104	—	—
Disputes referred to conciliation boards.....	28	152,816	297	1,173,897
Totals.....	40	274,651	297	1,173,897
Disputes settled by conciliation boards.....	17	135,203	219	719,671
Disputes not settled by conciliation boards.....	4	1,052	52	315,457
Disputes which lapsed; no further board action required.....	4	83	11	456
Disputes in which parties were considering conciliation board recommendations at end of period.....	6	556	6	556
Disputes being dealt with by conciliation boards at end of period.....	9	137,757	9	137,757
Totals.....	40	274,651	297	1,173,897

Other Proceedings Under the Act

Complaints of Failure to Bargain

The Minister received one complaint under Section 43 of the Act during the year and referred it to the Canada Labour Relations Board for investigation. Under this section, a party to collective bargaining may make a complaint in writing to the Minister of Labour that any other party to such collective bargaining has failed to comply with the requirements of the Act relating to the commencement of bargaining by authorized representatives, and to the making of every reasonable effort to conclude a collective agreement.

Applications for Consent to Prosecute

During the year, the Minister received 18 applications for consent to prosecute under Section 46 of the Act. Ten of the requests were granted, five were refused, one was referred to a conciliation officer and settled, and two were pending at the end of the year.

Complaints of Violation of the Act

Eleven complaints of alleged violations of provisions of the Act were made to the Minister during the year. Complaints by a person claiming to be aggrieved because of such violations are permitted under Section 44 of the Act. Five of these cases developed into the granting or refusal of consent to prosecute. One complaint was withdrawn and five cases were pending at the end of the year.

From the inception of the Act to the end of the year there were 63 complaints under this Section 44. In nine cases the Minister appointed industrial inquiry commissions under Section 56 of the Act to investigate the complaints; the result was either a settlement or dismissal of the complaint. Five complaints referred to conciliation officers were settled by conciliation officers and two cases were not settled. Eighteen complaints were withdrawn, 13 lapsed, 11 developed into applications for consent to prosecute, and five were pending on March 31, 1962.

Industrial Inquiry Commissions

Section 56 of the Act, which empowers the Minister to appoint an industrial inquiry commission to make any inquiries he thinks fit regarding industrial matters, and, in particular, to investigate alleged violations of the Act. During the year, no industrial inquiry commission was appointed. Since the inception of the Act, 28 such appointments have been made.

Canada Labour Relations Board

The Canada Labour Relations Board held sittings on 24 days during the year. The Board heard oral submissions by representatives of 54 employers, 26 trade unions and various other parties. Most of the cases coming before the Board are decided without hearings.

The Board is composed of four representatives of organized labour, four representatives of employers' organizations, and an independent chairman. A vice-chairman acts during the chairman's absence and officers and staff of the Industrial Relations Branch act as officers and staff of the Board. Its functions are to administer the provisions of the Industrial Relations and Disputes Investigation Act relating to the certification of trade unions as bargaining agents for appropriate units of employees who are employed upon works or businesses within federal jurisdiction, and provisions relating to certain other proceedings under the Act as mentioned below.

Certification Proceedings

The certification cases of greatest public interest that were determined by the Board during the year involved marine engineers employed by certain inland shipping companies, and the operators of leased equipment whose services are utilized in the long-haul trucking industry.

At the beginning of the year the Board had before it seven applications made by the Seafarers' International Union of North America, Canadian District (now known as the Seafarers' International Union of Canada), seeking certification as the bargaining agent for marine engineers employed by seven shipping companies operating in the Great Lakes and St. Lawrence waterways.

These cases had already been on the Board's docket for some time, and had been the subject of hearings in December 1960 and March 1961. The second hearing was set because the Board was disturbed by evidence given before it in other certification proceedings which related to the methods used by the SIU in recruiting members; and which brought into serious question whether the employees who were claimed by the SIU to support its applications could be considered to be valid members in good standing under the Board's rules.

By Order of the Board, votes were taken among the marine engineers of the seven companies affected. In most cases, the numerical results of the votes were substantially in favour of the SIU. Before the Board met to consider the reports on the votes, an intervening union, the National Association of Marine Engineers of Canada, Inc., requested a further hearing to enable it to adduce evidence to indicate "that the Board was fraudulently misled by the SIU", and also that much of the evidence and many of the representations which were submitted by the SIU to the Board at earlier hearings were "based on deliberate falsehoods."

A special meeting was held by the Board on June 15, 1961, to hear all the parties involved. After considering the sworn evidence adduced at this hearing, the Board went on record, *inter alia*, that the marine engineers affected were misled and defrauded by a so-called vote conducted with respect to the amalgamation of the East Coast District of the N.A.M.E. with the SIU; that the Canada Labour Relations Board was misled and defrauded in respect of the membership of the SIU among the marine engineers employed by the various shipping companies affected; that the Board would not have ordered votes in the applications in the circumstances disclosed by the evidence produced at the June 15 hearing; and that the said votes were ordered by the Board in error in view of the true facts disclosed. In view of this, and finding as a fact that the Board was fraudulently misled as to the SIU membership, the Board rejected the seven applications for certification and issued Reasons for Judgment drawing public attention to its findings.

It is noteworthy, in order to complete the record, that these decisions of the Board were challenged by the SIU in the Supreme Court of Ontario, and in the result the Court found that the Board had properly used the power of discretion conferred upon it by the Act; and that there had been no excess of jurisdiction or denial of natural justice.

Early in September, 1961, the Board received seven applications for certification affecting marine engineers from the Marine Engineers' Beneficial Association of Canada, a newly-formed organization which submitted a charter dated July 26, 1961, from The National Marine Engineers' Beneficial Association, AFL-CIO, of the United States of America. The applications affected units of marine engineers employed by seven shipping companies, six of which were also involved as respondents in the applications for certification made by the SIU, referred to above, which had been rejected by the Board in August.

The seven applications were investigated by the Board in the usual way. The investigation revealed that the "founding meeting" of the Marine Engineers' Beneficial Association of Canada was held in Montreal, Que., on July 21 1961, in the headquarters building of the Seafarers' International Union of Canada. The minutes of this meeting also stated that where members had paid dues to the Licensed Division of the SIU up to the end of the year, the mechanics of a transfer would be worked out so that members would just have to pay initiation fees in order to transfer to the Canadian Association.

The Board held a public hearing of the seven applications and rejected them for the reason that the applicant had failed to show membership in good standing in accordance with its constitution, as required by the Board's Rules of Procedure. In announcing this decision, the Board observed that the Canadian constitution of the applicant did not specify the amounts of initiation fees and dues, depending rather on the provisions of the constitution of the parent American organization, which sets the initiation fee at \$1,000, and monthly dues at \$10. In these cases the applicant had collected \$1.00 initiation fees and \$4.00 monthly dues. The Board also noted that the applicant had tendered a purported waiver of the initiation fee and dues required under the constitution, but the Board did not consider this to be a waiver in the terms required by the constitution.

In December 1961, Local Union No. 605 of the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America made an application for certification for a unit of employees of Gill Interprovincial Lines, Ltd., of North Burnaby, B.C., described as all employees, including ownerdrivers based in British Columbia, excluding supervisors, office and sales staff, and maintenance employees. The Company opposed the application's inclusion of owner-drivers, contending that these operators of "leased equipment" were independent contractors and not employees, and also that the helpers, or assistant drivers, affected by the application were not employees of Gill Interprovincial Lines, but rather were employees of the said independent contractors.

After a public hearing, the Canada Labour Relations Board granted the application for certification, and issued Reasons for Judgment, in which the Board analysed the nature of the written agreements between the Company and the tractor owners (the Company itself being the owner of the trailers which were hauled by the leased tractors in the respondent's interprovincial trucking operations). The Reasons for Judgment held that, on the basis of the evidence submitted, the owner-drivers, drivers and helpers were employees of the respondent company within the meaning of the Industrial Relations and Disputes Investigation Act. Accordingly certification was granted for a unit of such classifications of employees, along with dock foremen and dockmen.

The 106 applications for the certification of bargaining agents received by the Board during the year affected 4,773* workers. The Board disposed of another 24 applications for certification that were under investigation at the close of the previous year. Of these 130 applications, which directly affected 6,339* workers, 66 were granted, 32 rejected and 21 withdrawn. At the end of the year, the remaining 11 were still under investigation. During the year the Board ordered 13 representation votes in applications for certification. There were no votes during the year in applications for revocation of certification.

From the inception of the Act to March 31, 1962, the Board received 1,336 applications for certification, directly affecting some 165,994* workers; 781 applications were granted, 280 rejected, 264 withdrawn, and 11 were pending at the end of the year. In that period, the Board ordered 225 representation votes in applications for certification and 11 votes in applications for revocation of certification.

Other Proceedings

Complaints of Failure to Bargain

During the year one complaint made under Section 43 of the Industrial Relations and Disputes Investigation Act, alleging that a party had failed to bargain collectively, was referred by the Minister to the Board. The complaint was pending at the end of the year.

From the inception of the Act to March 31, 1962, the Minister referred to the Board eight complaints concerning failure to bargain collectively. In three cases the Board issued Orders requiring the respondents to bargain collectively with the complainants, and in one case revoked the order. It dismissed four complaints on the grounds that Section 43 of the Act did not have application to the matters in dispute and one such complaint was pending at the end of the year.

Applications for Revocation of Certification

Section 11 of the Act provides that where in the opinion of the Board the bargaining agent no longer represents the majority of employees in the unit for which it was certified, the Board may revoke the certification of the bargaining agent. The Board is also authorized under Section 61(2) to reconsider, vary or revoke decisions or orders made by it.

Two applications for revocation of certification were received during the year. Both were rejected.

Since the inception of the Act, the Board has received a total of 40 applications for revocation; 23 were granted, 15 refused, and two were withdrawn.

*Preliminary estimates, subject to revision.

Applications for Procedure for Final Settlement of Disputes Over Meaning or Violation of Collective Agreement

Section 19 of the Act prescribes that where a collective agreement does not contain a procedure for the final settlement of differences concerning the meaning or violation of a collective agreement, an application may be made to the Board for the provision of such a procedure. No such applications were received during the year.

Since the inception of the Act, 14 applications have been received; six were granted, three rejected, and five settled without the necessity of a Board order.

Fair Wages on Government Contracts

During the year there were a few exceptional projects for which the Branch prepared schedules of labour conditions similar to those under the provisions of the Fair Wages and Hours of Labour Act.

Fair Wages Legislation

The Fair Wages legislation is in three parts: the Policy Order, the Act, and the Regulations under the Act. The Fair Wages Policy was originally adopted as a Resolution of the House of Commons in 1900 and later expressed in 1907 in an Order in Council, which was revised and expanded in succeeding years. The last revision and consolidation was Order in Council (P.C. 1954-2029) of December 22, 1954.

The statute referred to is the Fair Wages and Hours of Labour Act first passed in 1935. This Act provides for the payment of fair wages on construction contracts, that is, such wage rates as are generally accepted as current for competent workmen in the district but shall in all cases be such wage rates as are fair and reasonable. Working hours are limited to eight per day and 44 per week and these hours may be exceeded only in emergency circumstances approved by the Minister of Labour.

A Regulation under the Act was passed in 1940 and has been revised by

Order in Council (P.C. 1954-2030) of December 22, 1954. This Regulation provides that all cases of default in the payment of wages to employees of the contractor or other party charged with the payment of wages under a contract shall be referred to the Minister of Labour for investigation and determination of the amount in default and also provides that where a contracting department has occasion through a breach of contract by a contractor to seize his security and to withhold moneys due under a contract, that department shall immediately notify the Deputy Minister of Labour.

Order in Council (P.C. 1960-715) passed on May 26, 1960 amended this Regulation by adding a section to provide that, except where the Minister of Labour otherwise orders, all hours worked in excess of 44 per week shall be paid for on the basis of time and one-half the rate required to be paid under the contract and, where the Minister so orders, that all hours in excess of 8 per day be paid for on the same basis.

At the R.C.A.F. Station, Uplands, Ottawa, a group of Air Force personnel financed a housing development through the use of non-public funds which were

derived entirely from contributions of airmen and officers on the station. These funds are normally used to finance entertainment and provide special services for Air Force personnel. In this case they were used as down payments on the 300 new housing units together with all servicing facilities and roads. The group voluntarily requested a schedule of labour conditions and this was applied to the construction of the project.

Schedules of Labour conditions were drawn up in connection with the construction of toll booths for the Canadian terminal at the Lewiston-Queenston International Bridge over the Niagara River. The project is being built by the Niagara Falls Bridge Commission, Lewiston, New York.

A schedule of labour conditions was issued to the United States Army Engineers to apply to a modification of that portion of the Haines-Fairbanks Pipeline lying within Yukon Territory.

Schedules of Labour conditions were requested by the United States Army Corps of Engineers for application to the project for removal of the rock shoals and wreck, Pelee Passage and Sailing Courses, Lake Erie, Ontario.

On Works of Construction, Repair, Remodelling and Demolition

During the year the Department issued 3,005 schedules of labour conditions compared with 2,649 during the previous year and 2,578 during 1959-60.

The value of contracts reported to the Department as having been awarded during the last year was \$250,901,062 compared with \$197,244,611 for the year 1960-61. During the year \$194,668 was collected from 121 contractors for distribution to 3,057 workers to satisfy wage arrears owing by contractors. During 1960-61 and 1959-60 the collections totalled \$159,754 and \$98,688 respectively.

All complaints received with respect to failure of contractors to apply the labour conditions of contracts were investigated. The policy of regular inspections is also maintained. During the fiscal year the Fair Wages Officers made 268 inspections of wages and hours and other labour conditions, including the non-discrimination provision, being observed by contractors on government contracts. In addition 155 inspections were made of the overtime rates being paid on contracts where permission was granted to exceed the statutory hours of work. The corresponding figures for 1960-61 were 225 wage inspections and 129 overtime permit inspections.

During the year 55 schedules of wage rates proposed to be used by contractors under Labour Conditions (A-2) were submitted to the Department, examined and approved for use on the contracts in question.

Contracts for the Manufacture of Supplies and Equipment

Departments awarding contracts for the manufacture of supplies and equipment are required to include standard labour conditions as a provision of the contract. During the year 2045 contracts were awarded, and 346 statutory

declarations listing the classifications of workers employed on such contracts, their wage rates and hours of work were submitted to the Department for review. The corresponding figures for 1960-61 were 1,601 contracts and 249 statutory declarations.

Prevailing Rate Employees

The separation of prevailing rate employees from the classified civil servants began with Order in Council (P.C. 1053) of June 29, 1922, which exempted about 130 classifications from Section 38B of the Civil Service Act, 1918, as amended and provided that: the selection of employees for these exempt classes be left entirely in the hands of the employing departments; they be paid the prevailing rate provided it does not exceed the salaries in the classification schedule; where no classification schedule exists, the rate of pay shall be such as is recommended by the employing department and approved by the Governor in Council. The original list of exemptions has been increased from time to time.

Treasury Board Order (T.B. 558256) of December 22, 1959, effective January 1, 1960, amended and consolidated the previous Prevailing Rate Employees General Regulations and made provision that: the remuneration of these employees be based on rates of pay prevailing in the area of their employment for the class of work they do; the rates shall be fixed by Treasury Board after receipt by the Board of a submission from a department that is based upon a recommendation of the Department of Labour.

T.B. 558257 of December 22, 1959, effective January 1, 1960, amended and consolidated the previous Ships' Officers Regulations and provided among other things that the salary rates of officers

on government ships shall be determined or approved by Treasury Board on the recommendation of the appropriate department based on recommendations of the Department of Labour, which recommendations shall be based on rates of salaries prevailing in the appropriate area of employment for similar classes of work.

T.B. 558258 of December 22, 1959, effective from January 1, 1960, amended and consolidated the previous Ships' Crews Regulations and provided that wage rates shall be determined in the same manner as for ships' officers.

T.B. 482506 of February 8, 1955, the Commissionaire Services Regulations, effective April 1, 1955, revoked the previous Order in Council (T.B. 434590) of August 28, 1952, and provided that agreements may be entered into between government departments and the Canadian Corps of Commissionaires or the British Columbia Corps of Commissionaires for the purpose of providing services by commissionaires. The rate of pay for each commissionaire supplied by the Corps will be established by Treasury Board after consultation with the Department of Labour. An amendment dated March 22, 1957 to T.B. 482506, provides that the rates recommended by the Department of Labour are to be based upon the private industry rates for comparable employment in the same area including the private industry rates for the services of commissionaires.

There are about 45,000 prevailing rate employees exempt from the Civil Service Act. They are employed by about 26 departments and agencies of government on public buildings, parks, forests, canals, dockyards, ordnance depots, machine shops, ammunition depots, air stations, printing establishments. On government vessels there are ships' officers and crews. In addition, the government departments and agencies have contracted for the use of the services of

about 4,000 commissionaires of the Canadian Corps of Commissionaires and the British Columbia Corps of Commissionaires at various locations across Canada.

During the year 11,381 wage rate recommendations were made for the establishment of rates of pay of prevailing rate employees. Approximately 517 different occupational classifications were represented in these recommendations. The figures for 1960-61 were 10,219, affecting about 475 occupational classifications.

During the year the Branch conducted 396 wage surveys to obtain information about wage rates paid by private employers in the various areas across Canada where prevailing rate employees were employed. In 1960-61 the number of surveys was 398.

In determining the appropriate rates of pay for these employees, the wage returns collected by the Economics and Research Branch, the wage rates established by collective agreements and the wage rates specified in some provinces by legislation, were also examined.

Labour-Management Co-operation Service

Interest in labour-management co-operation continued to increase during the year. Examples of this were two very successful area conferences, sponsored by the Department of Labour, of delegates from labour-management committees. One was in Winnipeg, Man., and the other in Cornwall, Ont. Representatives of management, trade unions and federal and the provincial department of labour took part in these conferences and discussed ways and means of improving their contributions to committee activities.

At the end of the year 1,759 labour-management committees were functioning compared with 1,672 at March 31, 1961. They represented 472,000 workers, an increase of more than 12,000 over the previous year's number. These committees operate in all the major industrial classifications such as manufacturing, transportation, mining, communications, retail and wholesale trade, and construction as well as in hospitals and civic services.

Among the most frequently reported committee activities were the promotion of better understanding between labour and management, improvements in plant morale, production efficiency, quality of products, safety, plant housekeeping and reduction of waste.

Teamwork in Industry, which carries reports on the accomplishments of labour management committees and other articles on plant operations of interest to both labour and management, was published 11 times during the year. It now has a circulation of approximately 19,000.

A series of 12 posters, illustrating a variety of problems considered by committees, was issued. These posters were complemented by pay envelope messages which, in addition to carrying a reproduction of the poster of the month, also carried a short message on the subject portrayed. An average of 4,800 posters and 47,000 pay envelope messages was distributed each month. All this material, as well as other publications, circulated by the Service are printed in both English and French.

A monthly bulletin entitled "Let's Discuss" was also forwarded to committees as a guide for the discussion of the topic of the month. A number of these were later combined in a pamphlet under the same name and are being distributed by representatives of the Service.

Labour-Management Committees were first promoted in Canada under government auspices during World War II by the Industrial Production Co-operation Board. Their work was considered of such value in many industries that it was decided to continue to encourage their formation during peace time.

In 1947, therefore, the Labour-Management Co-operation Service* was established in the Industrial Relations Branch of the Department of Labour to continue the work and it has had the continuing support of major national employer and labour organizations.

Fair Employment Practices

During the year, as part of a continuing program of educational publicity under the Canada Fair Employment Practices Act†, a new pamphlet was published and distributed. The pamphlet, entitled "Towards Racial Understanding," contains a catalogue of the publications, radio talks, radio plays and films produced for or sponsored by the Department as part of its program in promoting greater racial understanding and eliminating discriminatory employment practices.

A new series of four broadcasts was prepared and broadcast on the Department's weekly program "Canada at Work" during February.

The film entitled "A Day in the Night of Jonathan Mole," produced in 1960 for the Department by the National Film Board continued to be screened throughout Canada as well as sections of the United States and Europe. During the year it was shown to more than 65,000 people and to date has been shown to an estimated 100,000. This figure does not include the number who have seen the film on television.

During the year, the Department purchased for distribution prints of two new films on racial prejudice: "Chuck Hansen—One Guy!" and "Picture in Your Mind."

Advertisements concerning the provisions of the Act were again placed in the foreign language press and other publications during the year.

Officers of the Department attended 11 national and international meetings, sponsored by trade union organizations and other groups, on discrimination in

*The Service maintains a staff of 11 trained Industrial Relations Officers in various centres from coast to coast. Branch offices are located at Amherst, N.S.; Montreal and Three Rivers, Quebec; Toronto, Ottawa and Windsor, Ontario; Winnipeg, Manitoba; and Vancouver, B.C. As an aid to the promotional work of its field representatives, the Service prepares and distributes literature, films and other informational material.

†The Act applies to employers and trade unions whose operations fall within federal jurisdiction and is designed to prevent and eliminate discrimination in employment based on race, colour, religion or national origin. Under the Act, no employer may discriminate against any person in regard to employment because of his race, colour, religion or national origin, and no trade union may exclude anyone from membership or discriminate against anyone in regard to membership or employment on these grounds. The Act prohibits the use of advertisements, application forms or other inquiries in connection with employment which express, directly or indirectly, any limitation, specification or preference as to race, colour, religion or national origin. The use of employment agencies which practise discrimination is also forbidden.

employment. The Department also acted as adviser to various community groups that were establishing anti-discrimination committees.

Since the Act came into effect all of the 33 complaints received concerning employment discrimination have been settled.

Female Employees Equal Pay

No formal complaints have been received under the Female Employees Equal Pay Act, which came into effect on October 1, 1956.

The Act applies to employers and employees engaged in works, undertakings and business coming within federal jurisdiction.

The co-operation of employers and trade unions has been sought in giving effect to the purposes of the Act. Employers to whom the Act applies were asked to review their practices in the payment of female employees in order to avoid or eliminate any conflict with the provisions of the Act.

Principal Provisions

The Female Employees Equal Pay Act, in its principal provision, prohibits an employer from employing a female employee for any work at a rate of pay that is less than the rate at which a male employee is employed by that employer for identical or substantially identical work. A difference in rates of pay for male and female employees doing identical or substantially identical work does not contravene the Act when such difference is based upon factors other than sex that normally justify different rates of pay. Complaints under the Act may be made in the first instance to the Minister of Labour. Such complaints may be referred by the Minister to a Fair Wage Officer to make an investigation and try to effect a settlement. If no settlement follows, the complaint may be referred to a referee for final decision after hearing the parties concerned. The referee may order the adjustment of wages paid to female employees.

Annual Vacations Act

This was the third full year of operation of the Act. During the year, the Minister approved various applications under the Act. Complaints concerning the non-payment of vacation pay were adjusted where necessary. Much advice and assistance have been given to employers, employees and trade union representatives seeking an explanation of the provisions of the Act and an opinion with respect to its application to groups of employees.

During the year, the Minister granted 44 applications involving many thousands of employees, jointly made by employers and trade unions, for the approval of collective agreement provisions concerning vacations with pay. The Minister also granted five applications for the approval of a calendar or other year as the year of employment for vacations with pay purposes. Some 56 complaints seeking the payment of vacation pay were processed and the employees concerned received \$6398 in vacation pay.

Principal Provisions

The Annual Vacations Act provides that employees in works, businesses or undertakings under federal jurisdiction shall be given one week's vacation for the first completed year of employment, with vacation pay being at the rate of two per cent of gross earnings. For the second and subsequent completed years of employment the vacation period is two weeks, with vacation pay at the rate of four per cent of gross earnings. The vacation is to be granted not later than ten months following the completion of the year of employment in which the vacation is earned. Employees whose employment is terminated for any reason before the completion of a year of employment are entitled to vacation pay at the same percentages of earnings for the portion of the year employed. An employee employed for 30 days or less in his first year of employment is not entitled to vacation pay.

The Act also provides that the Minister of Labour may approve collective agreement provisions for vacations with pay, and the agreement provisions so approved supersede the provisions contained in the Act; and that the Minister of Labour may approve a calendar or other year of employment, in place of the anniversary-date-of-employment year upon which the Act is based, as the year of employment for purposes of granting vacations with pay.

Regulations pursuant to Section 9 of the Annual Vacations Act were made on September 2, 1958, by Order in Council P.C. 1958-1320, prescribing procedures for carrying out the purposes and provisions of the Act. Among other things, the Regulations provide for the making of applications for the waiving and postponing of vacations, for approval of a calendar or other year as the year of employment for vacations with pay purposes, and for the approval of collective agreement provisions for the granting of vacations with pay. The Regulations also provide for the exemption of certain classes of employees from the Act, for the keeping of employee records pertaining to annual vacations with pay, and for the payment to the Minister of Labour of vacation pay due employees who cannot be located by the employer. Such vacation pay is held in a suspense account by the Minister until claimed by the employee.

Canadian Government Annuities

The Annuities Branch administers the Government Annuities Act, which provides for the sale of deferred and immediate annuities to Canadians either individually or as group pensions. The guiding principle of the Government Annuities program was stated in the preamble to the original Act of 1908: "Whereas it is in the public interest that habits of thrift be promoted and that the people of Canada be encouraged and aided thereto so that provision may be made for old age; and whereas it is expedient that further facilities be afforded for the attainment of the said objects....." The sale of annuities began on September 1, 1908.

DURING the year a further 11,597 Canadians came under the security provisions of the Government Annuities Act either by undertaking to purchase individual annuities or by enrolment in group pension plans. The new business for the year amounted to 3,669 deferred annuities, 448 immediate annuities, and 22 group contracts covering 69 employees. The number of new employees entering old groups was 7,411, largely replacing employees who had retired, died, or left their employer's service. Seventy-four per cent of the new deferred annuities were registered for tax exemption on premiums under Section 79B of the Income Tax Act.

At the end of the year the Branch had 47 sales offices across Canada staffed by 74 salesmen, of whom 59 were full time and 15 part time, and 17 office assistants. With the help of the Information Branch a limited advertising program was conducted in 100 newspapers, in 16 magazines and periodicals, and in street-cars and buses in nine cities. Direct mail advertising was sent from Head Office to approximately 350,000 households.

The conversion to a new accounting system, begun on April 1, 1961, progressed steadily. At least another year will be required for completion of the work.

Portable Pensions

Government annuities have always been "portable" in that they cannot be surrendered. If an employee included in a group annuity contract of the Branch terminates his employment, he has a paid-up deferred pension purchased by his own contributions and such of the employer's contributions as may be vested in him. The government will pay this pension commencing at a specified date.

Should portable pensions in general become law, the Branch has the necessary facilities to be the repository of bits and pieces of pension earned by workers as they move from employer to employer.

Financial Statement

The financial statement for the year is shown in Table 1. It is significant that the premium income decreased by \$5.4 million from the previous year and that the cash disbursements exceeded the premium income by \$9.5 million. Interest of \$46 million produced an increase of \$36 million in the account during the year.

Group Annuity Statistics

The measure of group annuity business in force has been changed from number of certificates to number of employees. Because of the reduction of the premium scale in 1952, about 40,000 employees each hold two certificates under the same pension plan. Thus a count of certificates overstates the extent of the coverage. The number of new certificates issued has always been counted one for one new employee, but the total number of certificates in force has been greater than the number of employees to the extent that some employees hold two certificates. This point should be kept in mind when comparing the count at March 31, 1962 with the figures for an earlier year. For example, the count a year ago was 203,940 certificates for employees at work, and this year it is 162,397 employees; but the amount of annuity is about the same.

Statistics

At the end of the year there were 190,886 persons insured under group annuities, of whom 162,397 were employees at work and 28,489 had paid-up deferred pensions by reason of termination of service before retirement age. There were 116,345 individual deferred annuity contracts in force. Approximately 68,000 persons are receiving annuities under 86,203 contracts and certificates. During the year, 3,085 employees retired on pension and 2,681 individual contracts matured for payment of annuity, the increase over the previous year being 16 per cent for retirements and 7 per cent for maturities.

The average age of persons drawing annuities was 70.3 for men and 70.0 for women. The average age at death for the 3,825 deaths reported was 75.0 for men and 79.5 for women. At the end of the year, seven annuitants were over 100 years old.

Table 2 gives an analysis of the single-life vested annuities, indicating the relative number of contracts by age groups. Table 3 provides a history of the number of annuities sold and the purchase money received.

TABLE 1—Government Annuities Account for the Year Ended March 31, 1962

ACCOUNT	
Account, April 1, 1961	\$ 1,199,122,929.00
Receipts, 1961-62, less disbursements	36,473,550.27
Less surplus transferred to Consolidated Revenue Fund	292,573.27
ACCOUNT, March 31, 1962	\$ 1,235,303,906.00
LIABILITIES	
Valuation of annuities in force	1,235,303,906.00

RECEIPTS

Immediate annuities	\$ 2,465,932.78
Deferred annuities	41,007,851.85
Unclaimed annuities recovered from C.R.F.	5,534.80
Interest to March 31, 1962	46,010,743.00

TOTAL	\$ 89,490,062.43
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DISBURSEMENTS

Vested annuities	\$ 46,315,306.54
Commuted values	612,206.09
Premiums returned with interest	5,189,646.72
(including instalment death benefits)	
Premiums returned without interest	377,015.06
Employee withdrawal payments (pension plans)	495,623.86
Unclaimed annuities transferred to C.R.F.	26,713.89

TOTAL	\$ 53,016,512.16
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Receipts less disbursements, 1961-62	36,473,550.27
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TOTAL	\$ 89,490,062.43
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DISTRIBUTION

Interest Rate	Account at 31/3/62
4%	\$ 976,729,967.00
3½%	172,172,246.00
3%	86,401,693.00
TOTAL	\$ 1,235,303,906.00

TABLE 2—Vested Annuity Contracts, Single Life Only, in Force on March 31, 1962

Age Attained	MALE		FEMALE		TOTAL		
	Number of Contracts	Per Cent	Number of Contracts	Per Cent	Number of Contracts	Per Cent	Cumulative Per Cent
Less than 40.....	439	1.1	532	1.5	971	1.3	1.3
40-49.....	848	2.0	1,099	3.1	1,947	2.5	3.8
50-59.....	2,515	6.1	3,379	9.4	5,894	7.6	11.4
60-69.....	13,827	33.4	11,389	31.8	25,216	32.7	44.1
70-79.....	18,818	45.5	12,532	35.0	31,350	40.6	84.7
80-89.....	4,578	11.1	6,121	17.1	10,699	13.9	98.6
90 and over.....	348	.8	773	2.1	1,121	1.4	100.0
Totals.....	41,373	100.0	35,825	100.0	77,198	100.0	

TABLE 3—Number of Individual Annuity Contracts and Certificates Issued and Net Premium Receipts

Year Ending March 31	Individual Contracts Issued	Group Certificates Issued	Total Contracts and Certificates Issued	Net Premium Receipts
1909-57.....	175,446	258,670	434,116	\$1,040,628,374.36
1958.....	6,701	11,236	17,937	62,149,627.18
1959.....	5,306	18,043	23,349	63,017,513.90
1960.....	4,378	11,564	15,942	56,041,417.68
1961.....	4,353	10,007	14,360	48,522,545.35
1962.....	4,117	7,480	11,597	43,096,769.57
Totals.....	200,301	317,000	517,301	\$1,313,456,248.04

Special Services

The main responsibilities of the Special Services Branch are: participation in the campaign to stimulate winter employment; administration of the Municipal Winter Works Incentive Program; the Federal-Provincial Farm Labour Program; the program of organized movements of workers between Canada and the United States; and liaison with associations and employers in the forest industry in regard to their manpower problems.

SIMULATION of winter employed constituted the main activity of the Special Services Branch. The Municipal Winter Works Incentive Program, which was broadened to include additional classes of projects heretofore excluded and projects in unorganized settlements, was accepted by all provinces. Workers were moved within and between the provinces to meet seasonal requirements for farm labour. All provinces except Newfoundland participated in the Federal-Provincial Farm Labour Program.

Stimulation of Winter Employment

Federal government committees, departments and agencies, as well as the provinces, industry and national organizations, once again were active in stimulating winter employment. The Winter Employment Working Committee, which is composed of officials of the Department and the Unemployment Insurance Commission, plans and co-ordinates arrangements for winter employment publicity and research, and for the Winter Work Campaigns carried out at the national and local levels. During the year, the Committee established a subcommittee to develop new ideas for increasing winter employment.

The Interdepartmental Committee on Winter Employment is composed of senior officials of the Departments of Defence Production, Finance, National Defence, Public Works and Transport, the Unemployment Insurance Commission, Central Mortgage and Housing Corporation and Defence Construction (1951) Limited. The Deputy Minister of Labour is chairman; the Deputy Minister of Public Works, vice-chairman. It is served by four subcommittees, which deal with new construction, maintenance and repair, procurement, and measurement of results.

The Subcommittee on Maintenance and Repair of Buildings, Other Structures and Equipment, with the assistance of the departments and agencies represented on it, arranges to hold until winter a maximum amount of repair, alteration and maintenance work on government buildings. The value of work thus held for the winter has averaged more than \$10 million for each of the past four years and in the winter of 1960-61 reached a peak of \$15,700,000. This figure was exceeded during the winter of 1961-62.

The secretariat for the Winter Employment Working Committee, the Inter-departmental Committee on Winter Employment and three of its sub-committees is provided by the Branch.

Provincial Activities

Provincial governments continue to play an active part in stimulating and promoting winter employment. Provinces generally make an attempt to plan construction work and to regulate purchases of supplies and equipment in order to create maximum winter employment, and to hold maintenance, repairs and alterations for the winter months. Several of the provinces established inter-departmental winter employment committees but these have become less active as stimulation of winter employment becomes more a part of provincial policy. In New Brunswick there is an active senior committee with membership from industry, labour and government. Nova Scotia, New Brunswick and British Columbia have all carried out studies, financed jointly by the federal and provincial governments, on seasonal unemployment.

Municipal Activities

Municipalities have done a great deal to combat winter unemployment, although their efforts have varied considerably. Participation of municipalities in the Municipal Winter Works Incentive Program is dealt with elsewhere in this report (see page 34). Municipal authorities have in addition assisted in the work of local winter employment committees.

The Construction Industry

The National Joint Committee on Wintertime Construction, sponsored by the Canadian Construction Association, has continued to stimulate winter construction work. It is constantly bringing to the attention of owners of buildings the advantages of carrying on construction work through the winter months. It also assists in the development of new and better winter construction techniques. This Committee, and the Canadian Construction Association itself, frequently issue news releases dealing with winter construction, making it known that Canadian contractors are in a position to carry out in a satisfactory manner a greater volume of winter construction. The National Joint Committee also recommends to the federal Government action it considers would result in more winter employment.

Other Support

Other national organizations continue to co-operate. Among them are the Canadian Manufacturers' Association, the Canadian Chamber of Commerce, the Canadian Federation of Mayors and Municipalities, the Retail Merchants Association, the Canadian Labour Congress, the National House Builders' Association and the Canadian Retail Federation. Recently the Royal Architectural Institute of Canada has become active in these efforts and has established a winter work committee at the national level. All these organizations, through their periodicals and circulars and through visits by national officials, keep their membership aware

of the need for promoting winter employment. Regional and local units, wherever they exist, also take an active part.

Encouraged by the national winter employment campaign, manufacturers, the banks and finance companies have undertaken campaigns of their own to stimulate business during wintertime. They have used posters, streamers, booklets, leaflets, illuminated window signs and displays, in addition to paid advertising. They report very satisfactory results.

The educational efforts to encourage winter employment carried on through the newspapers, magazines and over radio and television have continued, with even greater participation by industry and the public. The federal Government purchased a substantial amount of advertising and provided posters, streamers, leaflets and other material. These have greatly assisted the local campaigns carried out by National Employment Service offices and their winter employment committees.

Liaison Activities

Officials from the Branch visited provincial government officials and others who could help in stimulating winter employment. Officials of all federal government departments that carry out construction or maintenance work were visited as well as those at the headquarters and regional offices of national organizations, the railways and labour organizations. These visits provide an opportunity for discussing ways of increasing winter employment.

The need for and desirability of more work in the winter has become more widely recognized. There is still much to be done, however, in convincing organizations, industries and governments that they can do more to increase winter work. Promotional and educational activities to this end are being continued.

Municipal Winter Works Incentive Program

All of the provinces participated in the Municipal Winter Works Incentive Program 1961-62. The Yukon and Northwest Territories also participated, as did several Indian bands.

Under this program the federal Government offered an incentive to municipalities to undertake public works projects during the winter by paying 50 per cent of direct payroll costs incurred on accepted winter works projects during the period October 15, 1961 to May 31, 1962.

The program for 1961-62 was broadened to include any capital undertaking of a municipality except work on schools and school grounds, hospitals and hospital grounds, subway transportation systems and work on municipally owned buildings to be used for industrial or business purposes under private auspices. The program was further broadened to include projects in unorganized settlements.

Several provinces provided a further incentive by supplementing the federal contribution, Prince Edward Island, Ontario, Saskatchewan, Alberta and British Columbia contributed 25 per cent, and Quebec 40 per cent, of direct payroll costs. British Columbia contributed an additional 25 per cent in respect of wages paid to persons employed under the program who had been in receipt of welfare assistance. Manitoba contributed 25 per cent of direct payroll costs in respect of unemployed

TABLE 1—Municipal Winter Works Incentive Program 1961-62

	CANADA	B.C.	ALTA.	SASK.	MAN.	ONT.	QUE.	N.B.	N.S.	P.E.I.	Nfld.	Yuk.	N.W.T.	INDIAN BANDS
Applications received.....	8,342	751	921	1,416	278	1,515	2,597	265	69	54	391	7	20	58
Applications accepted.....	8,269	747	918	1,404	276	1,507	2,559	263	68	53	391	6	19	58
Estimated total cost of projects...	320,981	32,292	31,825	21,781	8,824	85,718	128,372	4,600	1,573	1,126	4,453	23	54	340
Estimated total direct payroll cost of projects.....	101,758	11,776	9,322	6,384	2,964	25,137	41,665	1,638	648	429	1,530	9	45	211
Estimated cost of projects during period of program.....	246,549	26,410	25,546	16,301	6,953	60,449	102,345	3,879	930	851	2,490	23	54	318
Estimated direct payroll cost of projects during period of program.....	82,209	10,046	8,244	4,955	2,315	17,996	35,333	1,389	376	263	1,033	9	45	205
Percentage of payroll cost to total cost during period of program...	33.3	38.1	32.3	30.4	33.3	29.7	34.5	35.8	40.4	30.9	41.5	39.1	83.3	64.5
Estimated federal government share of direct payroll costs.....	40,822	5,012	4,086	2,463	1,157	8,949	17,497	694	188	131	516	4	22	103
Estimated number of men to be hired during period of program.....	147,693	8,659	13,720	17,382	3,935	21,995	66,396	4,099	926	804	8,446	23	191	1,117
Estimated man-days work to be provided during period of program.....	5,868,399	521,209	552,762	403,390	182,884	1,158,115	2,730,371	130,913	33,424	30,471	99,108	474	3,130	22,148
Participating local authorities....	2,747	145	237	518	71	356	938	84	24	30	283	3	12	46

N.B.—Cost figures shown in thousands of dollars.

persons not entitled to unemployment insurance who were employed on accepted projects and 50 per cent of direct payroll costs in respect of persons who had been in receipt of social allowances for a specified period prior to their employment under the program.

A total of 8,342 applications from 2,747 municipalities were submitted by the provinces during the period of the program, of which 8,269 were accepted on behalf of the Government of Canada. The accepted projects called for an expenditure of \$246,549,000 during the period October 15, 1961 to May 31, 1962. The estimated direct payroll costs of these projects during this period were \$82,209,000 to which the estimated federal contribution was \$40,822,000. Work was provided on site for an estimated 147,693 men for a total of 5,868,399 man-days. In addition, substantial employment was provided through the manufacture of materials used on projects carried out under the program.

Detailed statistical information concerning the program is contained in Table 1.

Federal-Provincial Farm Labour Program

To assist the provinces in carrying out their farm labour programs, agreements for the year 1961-62 were entered into with each of the provinces except Newfoundland. Under these agreements, the federal Government and the provinces shared expenses incurred in organizing the more efficient use of agricultural workers. The amounts allocated by the federal Government to the provinces under these agreements were: Prince Edward Island, \$5,000; Nova Scotia, \$9,000; New Brunswick, \$5,000; Quebec, \$22,000; Ontario, \$22,000; Manitoba, \$17,000; Saskatchewan, \$24,000; Alberta, \$50,000; and British Columbia, \$11,000.

It was again necessary to move workers between provinces to meet seasonal requirements. When the demand for workers could not be met within a province, arrangements were made to move workers between provinces to meet seasonal shortages. Details of the organized interprovincial movements are set out in Table 2.

TABLE 2—Interprovincial Farm Labour Movements During 1961-62

<i>Types of Movement</i>	<i>From</i>	<i>To</i>	<i>No. of Workers</i>
General farm workers	Nfld., N.S., N.B.	Ontario	274
Fruit pickers (students)	Quebec	Ontario	7
Potato pickers	N.S., N.B.	P.E.I.	781
Sugar beet workers	Sask.	Alta.	860
Total			1,922

Movements of Workers Between Canada and the United States

By agreement between the Department of Labour of Canada and the United States Department of Labor, Canadian woods workers in Quebec and New Brunswick may be recruited by approved American employers under a quota arrangement. The present quota stands at 9,000.

The number of Canadian woods workers employed in the United States on specified dates during the period 1957 to 1961 are shown in Table 3.

TABLE 3—Numbers of Canadian Woods Workers Employed in the United States at Four Specified Dates in the Years 1957 to 1961

	<i>March 1</i>	<i>June 1</i>	<i>Sept. 1</i>	<i>Dec. 1</i>
1957	4,455	5,582	3,962	2,666
1958	2,603	3,205	3,186	2,726
1959	2,067	3,247	3,637	3,905
1960	3,135	4,428	5,114	3,801
1961	2,575	3,866	3,505	3,161

There is a very high turnover on these woods operations in the United States and men are crossing the border continually to take jobs. Therefore, the figures shown in Table 3 do not represent the total number of men who have been employed.

For many years, there have been seasonal movements of agricultural workers between Canada and the United States, such as the movement from Quebec and New Brunswick to assist in the harvesting of potatoes in Maine, and the movement of tobacco curers from the United States to Quebec and Ontario. In recent years, these movements have been placed on an organized basis through agreement with the United States authorities. Particulars of the movements carried out during the year are shown in Table 4.

TABLE 4—Movements of Farm Labour Between Canada and the United States During 1961

<i>Type of Movement</i>	<i>From</i>	<i>To</i>	<i>No. of Workers</i>
Potato pickers	Que. and N.B.	Maine	7,489
Maple sugar harvesters	Que.	New England States ...	400
Tobacco workers	Southern States	Ont. and Que.	3,173
Apple pickers	Que.	New York	113
Apple pickers	Que., N.B., and N.S.	Maine	186
Apple pickers	N.B.	Vermont and New Hampshire	51
Apple pickers	Vermont	Quebec	88
Potato planters	N.B.	Maine	289
Total			11,789

Forestry

Because of the importance of forestry as a basic primary industry, and its close association with agriculture in regard to manpower, the Branch maintains liaison with associations and employers in the forest industries with particular reference to their manpower problems.

Economics and Research

The Economics and Research Branch serves as a central agency to survey and analyze economic and social trends as they involve the labour force of Canada. Within the scope of its activity is the study of wages and working conditions, union organization, collective bargaining, employment and unemployment, particular occupations, and the training and utilization of manpower. The findings of its surveys and the analyses of basic studies are reported to the Government, to the International Labour Office, to other world organizations and to the general public. The activities of the Branch are divided into three broad categories and these are dealt with by the three Divisions: Labour-Management, Employment and Labour Market, and Manpower Resources. Each Division performs the dual function of compiling basic information within its own field of operation and conducting research dealing with the numerous labour problems which arise in the Canadian economy.

THE fiscal year 1961-62 brought a series of new demands for the services of the Economics and Research Branch as well as expanded and more exacting demands on its continuing endeavours. On the one hand administration of government employment programs in part drew heavily on available information about the labour force, its abilities, needs and organizations.

On the other hand, the needs for information and analysis shown by industry and labour in Canada give rise to an expanding flow of reports and publications from the Branch.

Branch personnel have participated in committee work arising out of the current legislative program, International Labour Organization, the programs of such groups as the Organization for Economic Co-operation and Development, as well as other national and international organizations. Special reports, studies and surveys have been required in this work.

Continuing the work of previous years, reports were made available in the Labour-Management Research Series in the important areas of shift work and sickness and accident provisions. Studies were published in the fields of automation, training and professional manpower.

In many of the fields of the Branch's work co-operative endeavours with provincial governments have taken place. In co-operation with the provinces of Nova Scotia and New Brunswick, studies have been conducted of the characteristics of unemployed workers in certain areas of the provinces. Also, through the C.A.A.L.L. further integration of statistical programs has been achieved.

As the result of a conference with representatives of the various provincial Workmen's Compensation Boards, followed by a series of bilateral discussions between officials of the Branch and each of the Boards, arrangements have been made which will make possible the compilation of industrial injury statistics on a nation-wide basis.

Labour-Management Relations

The Labour-Management Division conducts annual surveys of wage rates, salaries and standard hours of work, working conditions in industry, and labour organizations. The Division also maintains an extensive file of collective agreements, and conducts a monthly survey of current collective bargaining developments. Continuing surveys of strikes and lockouts and industrial accidents are also included in the Division's Program. The results of these surveys are made available in the various publications of the Branch and in *The Labour Gazette*. An increasing volume of information has been supplied on direct inquiry.

In addition to the survey program, a number of research and exploratory studies dealing with a variety of labour-management problems were prepared for government use. These included: wage and labour cost studies; studies in depth of certain working conditions in Canadian industry; and other studies and surveys which have served to assess the changing needs for labour legislation and to assist collective bargaining in industries under federal jurisdiction, particularly the railway industry.

Wage Rates, Salaries and Hours of Labour

Some 1,900 paying subscribers, representing a substantial section of management and labour across Canada, received the results of the 1960 survey of Wage Rates, Salaries and Hours of Labour. Results of the annual survey of wage and salary rates for selected occupations were issued in loose-leaf form from March to July and later in a 400-page bound volume.

In addition to the wage and salary rate information published for more than 1,000 occupations in the annual report Wage Rates, Salaries and Hours of Labour, additional wage and salary information is compiled every year to answer several hundred special inquiries. The latter originate from various sources, including major corporations and labour unions seeking information for collective bargaining purposes and independent research investigators.

As in the past, data from the 1961 survey were supplied to several organizations, including such agencies as the Pay Research Bureau of the Federal Civil Service Commission, various provincial governments, the International Labour Organization, the Primary Textiles Institute and the Canadian Retail Federation.

In 1961, the survey coverage was further increased by some 2,000 establishments to a total of 25,000 employer reporting units in all sectors of Canadian industry.

A major part of this extended coverage applied to the federal and provincial governments who were included in the survey for the first time in 1961. The extension of the 1961 survey of office maintenance and service occupations together

with labourers to governments represents a further stage of the expansion in the establishment coverage of the survey in 52 communities. Information on wage and salary rates is now published on a community basis for all industries, in addition to the following broad industry groups: Manufacturing, Non-Manufacturing, Transportation and Communications, Trade, Finance, Government Service and Personal Service.

Participating employers have continued their active co-operation, and within four months following the October 1, 1961 survey date, completed questionnaires had been received from 82 per cent of the 25,000 employers surveyed, which constitutes a very high rate of response to a survey conducted by mail.

Several research studies were prepared during the year. These included a summary of wages, working conditions, and collective bargaining developments in Canada in 1961, a study of costs and productivity in Canada's "import competing", "export" and "domestic" manufacturing industries and an assessment of methods and procedures of setting minimum wages in a number of countries. In addition, a number of internal research memoranda were prepared for use by senior government officials and special studies were conducted to meet requests for information from the public on matters related to labour relations, collective bargaining and wages.

Studies of wage, cost and productivity movements in individual Canadian industries are in progress as part of a more general research program to assess the role of wage and salary movements on the international competitive position of Canadian industry. Work is also continuing on the movement and causes of wage differentials in Canada with special emphasis on the role played by wages in the allocation of Canada's manpower resources. Consideration is being given to conducting a series of studies on labour relations systems and labour policy problems in Canada and other countries.

Working Conditions

The survey of Working Conditions for 1961 was based on a mailing list of more than 25,000 industrial establishments to which questionnaires were sent on May 1. The statistical information obtained as a result of this survey was again processed by an electronic computer and has been published in *Working Conditions in Canadian Industry, 1961*.

In planning the 1962 survey, consultations were held with representatives of the Royal Commission on Health Services and provision has been made for the collection of information on the nature of health benefit plans available to employees and in regard to the provision of medical and first aid facilities in industrial undertakings. Provision has also been made for a continuation of the collection of information on normal hours of work, paid statutory holidays, paid vacations as well as information on retirement practices.

The Branch continued to co-operate with two of the western provinces with a view to eliminating duplication of survey activities in the working conditions field.

Two studies were published in the Labour-Management Research Series, *Shift Work and Shift Differentials in Canadian Manufacturing Industries* and *Sickness and Accident Provisions in Canadian Industries*. Reports on two other topics

are in an advanced stage of preparation and are scheduled for publication in 1962. One of these is an analysis of paid vacation practices in Canada; it deals with current paid vacation patterns as well as trends during the 1950's. The other is a study of the provisions of supplemental unemployment benefit plans, including a review of their origins and development. The SUB files of the Unemployment Insurance Commission have been made available for analysis in connection with this project.

Research continued on the development of a survey to yield information on employers' expenditures on wage supplements. Field visits were made to associations and employers in selected industries to determine the feasibility of obtaining data for this purpose and an experimental survey was planned which will be conducted in the near future. This project is being carried out in close co-operation with the Dominion Bureau of Statistics.

Members of the Branch continued to serve on a committee concerned with the co-ordination of work by the Branch and the Dominion Bureau of Statistics on the collection of statistical information dealing with the extent and characteristics of pension plans.

Industrial Injury Statistics

Since 1949 the Branch has been engaged in negotiations with the Workmen's Compensation Boards of the ten provinces of Canada with a view to securing the adoption of common statistical practices to make possible the preparation of national statistics on non-fatal, as well as fatal, industrial injuries.

A conference held in Toronto in September 1961 between representatives of the Branch and the Sub-Committee on Statistics of the Association of Workmen's Compensation Boards of Canada, resulted in agreement in principle to a Federal-Provincial Work Injuries Statistics Program which will provide information on all compensable work injuries in Canada. Following this conference, bilateral discussions were held with each of the provincial Boards and the co-operative arrangements agreed to which will result in a nation-wide industrial injury statistical program.

With the co-operation of provincial Workmen's Compensation Boards, the Branch continued to publish, in annual and quarterly articles in *The Labour Gazette*, information on industrial fatalities.

The Branch has continued to act as clearing house for reports on elevator accidents. The object of this program is to assist provincial elevator inspection agencies in exchanging information on accidents requiring investigation in the various provinces. It was undertaken at the request of provincial elevator inspectors, through the Canadian Association of Administrators of Labour Legislation.

Collective Bargaining

During the year, the Branch continued to provide, through the pages of *The Labour Gazette*, a monthly review of major labour-management negotiations in Canada, listing the unions and companies engaged in bargaining, the progressive stages of negotiations, and giving summaries of the settlements. This information was supplemented by annual and semi-annual tables showing the extent of the negotiations required to reach agreement, and the wage settlements arrived at

through collective bargaining. All agreements covering 500 or more employees outside the construction sector were included in the review, which was produced with the assistance of officers of the Industrial Relations Branch.

As in previous years, extensive use was made of the up-to-date file of collective agreements which is maintained in the Branch for ready reference in assembling data for administrative purposes, and in dealing with inquiries from companies, unions, and the general public. Also during the year, developmental work was completed on the first of a projected series of studies intended to help meet the demand for systematic data on the provisions of collective agreements in force in Canada.

Through the annual working conditions survey, information continued to be made available on the proportions of office and non-office employees under collective agreements in the various industries in Canada and in the manufacturing industry in each province.

For the 50th consecutive year, a survey was made of national and international union headquarters, central labour congresses, and independent local organizations. The data obtained from the survey were published in *Labour Organizations in Canada, 1961*. This handbook contains statistical tables on union membership, a comprehensive directory of labour organizations with names of their principal officers, publications, and the distribution of union locals. To supplement this information, the Branch published statistical tables in *The Labour Gazette*, showing the distribution of union membership in Canada by industry, province, and labour market area. These tables were based on another survey directed to nearly 7,000 individual union locals across the country.

Strikes and Lockouts

Detailed statistical information on strikes and lockouts was published each month in *The Labour Gazette*, and another edition in the annual series *Strikes and Lockouts in Canada* was prepared for release. As in previous years, this information was compiled on the basis of reports from the Unemployment Insurance Commission.

Manpower Analysis

The Manpower Resources Division is concerned with the planning, direction and development of research into the nature of changes in Canadian manpower supplies and requirements. This research is a continuous process, involving specialized studies concerning the causes of the changes in supply and demand, and assessment of the implications of these changes in ways that will lead to the diagnosis and solution of problems in the area of manpower training and utilization.

The tenth edition of *Working and Living Conditions in Canada, 1961*, was prepared in collaboration with the Department of Citizenship and Immigration and under their auspices translated into nine languages with a total distribution of slightly over 100,000.

Professional Manpower

The program of survey and research work in the field of professional manpower was continued during the year. The annual sample survey of engineers and

scientists based on the Register of Scientific and Technical Personnel, supplemented by periodic surveys of employers provide much of the basic data for studies in the supply, demand and utilization of professional manpower.

Arrangements were made by the Branch during the year to co-ordinate its survey program with the Agricultural Institute of Canada and the Canadian Veterinary Medical Association. Similar arrangements with the Canadian Institute of Forestry and the Chemical Institute of Canada were continued.

A preliminary report, *Employment and Salary Rates in Engineering and Science 1961*, on the fifth annual sample survey of engineers and scientists was published in April 1961.

Two reports were published in the Professional Manpower Bulletin Series: Bulletin No. 10, *Engineering and Scientific Manpower Resources in Canada; Their Employment, Earnings and Salary Rates, 1960-61*; Bulletin No. 11, *The Migration of Professional Workers Into and Out of Canada, 1946-1960*.

The *Directory of Canadians Studying in the United States, 1960-1961*, was published in two sections, covering graduates and undergraduates respectively.

A comprehensive report on the supply and demand of scientific and technical personnel was prepared in response to a questionnaire from the Organization for Economic Co-operation and Development.

Research was begun into the relationship of professional manpower supplies and economic growth. This involved an extensive analysis of professional occupational data and will be used in analysing the country's long-term needs for professional manpower. Towards the end of the fiscal year a study of paramedical occupations was undertaken in co-operation with the Royal Commission on Health Services.

A number of projects were initiated by outside agencies in which staff members participated. For example, assistance was given in the analysis of results from the survey by the National Research Council of future plans of Canadians receiving doctor's and master's degrees.

Staff members also assisted the Royal Commission on Government Organization in the analysis of research and development expenditures by agencies of the federal Government.

The services of Dr. P. H. Casselman were made available to the International Labour Organization early in 1962 for a five-month mission to the Federal Republic of Cameroun in Africa. Dr. Casselman will be in charge of a team of experts who will assess the manpower needs and resources of that country.

Skilled Manpower

Further research was carried out during the current fiscal year on the manpower effects of technological change in industry and in the office. A second report was published on the subject of office automation entitled *Electronic Data Processing Occupations in a Large Insurance Company*. The report describes the new electronic data processing occupations in terms of duties, qualifications required, and selection and training, and also touches on the effects of EDP on personnel. The first report on this subject is entitled *Current Status of Electronic Data Processing in Canada*. Plans are well advanced for a survey of a sample of

computer users to determine the employment, occupational and organizational effects of office automation and for a second survey on the current status of EDP in Canada. A paper entitled "Some Employment and Occupational Effects of EDP in a Large Insurance Company" was presented by a member of the Training Research Section to the Eastern Canadian Sociology Conference at Carleton University in Ottawa.

A substantial start has been made in studying the manpower effects of technological change in the railway industry. A first study has been completed, covering railway operations in the Atlantic Region, and a report is now being prepared. A member of the Training Research Section attended the Seventh Session of the I.L.O. Inland Transport Committee as a government delegate in May 1961. A major item discussed was the social consequences of technological change in the railway and trucking industries.

Work progressed on the development of data on occupational trends on a national and industry basis. This information, when developed further, will provide a basis for determining present and future occupational requirements and training needs. A federal-provincial study of occupational requirements in the province of New Brunswick was completed and a final report is being prepared. A paper entitled "Factors Determining Occupational Trends in the Canadian Economy" was presented to the 33rd Annual Meeting of the Canadian Political Science Association in Montreal by a member of the Training Research Section.

A special study entitled Transition from School to Work was completed and a report on the findings will be published shortly. The study traces the experience of students born in 1940 in a medium-sized Canadian industrial community as they pass through the high school system and enter the work world. The report deals with such questions: Who gets where in the school system, and how? How are jobs found by newcomers to the work world? How is school achievement linked to job opportunities and to income? Who faces unemployment? How effective is guidance in the school system? Who proceeds from high school to further education? It is felt that answers to these questions will help indicate what might be done to assist young people to make better adjustments to the world of work.

These studies are part of the Skilled Manpower Training Research Program, which began in 1956 as a result of discussions with provincial training authorities and labour and management groups. The program has followed four main avenues of investigation: the extent and nature of technological changes in industry and their effects on skilled manpower requirements and training needs; how selected groups of skilled workers have acquired their competence; the extent of public and industrial training facilities in Canada; and occupational requirements both present and future.

Complementary work in the Skilled Manpower Training Research Program has proceeded in the Vocational Training Branch with the co-operation of the Economics and Research Branch. Two major studies were conducted, one to determine the training needs in agriculture and related primary industries and the second to ascertain ways in which to encourage and broaden training activities in industry.

Occupational Analysis Section

In conjunction with support of Vocational Training and increase of skilled manpower, the Division also provides occupational information for vocational guidance purposes. Since the Canadian Occupations series started in 1949, some 47 monographs and 18 filmstrips have been prepared to furnish information on a wide range of occupations and occupational groups.

Booklets and Filmstrips

Three new occupational publications reached completion during the year. *Careers in Natural Science* and *Electrical and Electronics Occupations* were revisions of previous booklets; *Careers in Library Service* is a new title in the series.

Work also went forward on a booklet designed to outline and simplify the complexities of the world of work to students at the Grade 8 level. Preliminary work on another new publication dealing with science and engineering technicians got under way, and revision of a previous one, *Draughtsman*, was started.

The filmstrip program lost some of its momentum this year as staff concentrated efforts on research for new monographs. However, toward the end of the year scripts for three new filmstrips, *Electronic Computer Occupations*, *Electrical and Electronic Occupations* and *Careers in Library Service*, were submitted to the National Film Board and production is under way.

A special French version of *Teacher* was completed and released during the year. French versions of all filmstrips in the series were evaluated and approved by the Quebec Director of Audio-Visual Education.

Individual requests for occupational information continue to be heavy as interest in and emphasis on vocational guidance increases. In addition to answering many special requests by letter, 7,590 booklets in the Canadian Occupations series were sent out. Approximately 35,000 booklets were sold by the Queen's Printer for distribution by the provincial Departments of Education, the National Employment Service, and to individual buyers. An additional 9,250 booklets ordered by the Department of Citizenship and Immigration for distribution abroad brought the total to slightly over 50,000 booklets.

Employment and Labour Market

The Employment and Labour Market Division prepares regular reviews of present and future labour supplies and requirements by areas and industries. Increased emphasis was given this year to the analysis of employment and unemployment conditions in specific local areas. This was the result of the Special Capital Cost Allowances Program which was initiated by the Government early in 1961. The program provides for a tax advantage, in the form of accelerated depreciation, to firms that produce products new to Canada or new to a specific area that has been designated by the Government. Local authorities in areas that wish to become eligible under the program may apply to the Department of Labour for designation under the program. Upon receipt of an application, an investigation is carried out to determine whether employment and unemployment in past years satisfy certain

conditions laid down by the Minister of Labour. On the basis of this study, the area may be declared a surplus manpower area for purposes of the program.

During the year, a total of 98 applications were received under this program. Following investigation, 32 areas (which includes 51 municipalities that applied) were designated as surplus manpower areas. Forty-four areas were found to be not qualified. Three applications were under investigation at the end of the year.

The Employment and Labour Market Division continued to prepare regular reports based on studies of employment, productivity, mobility, seasonal influences, and related problems. Information on economic developments was continually analyzed for evaluation of the economic outlook, with particular reference to employment and unemployment. Studies of the characteristics and trends in labour supplies were continued.

The analyses of specific labour market developments and related problems were prepared for circulation within the Government, for publication in *The Labour Gazette* and elsewhere. Those published in *The Labour Gazette* each month consisted of statistical data and analysis of changes in the labour market situation in Canada in five economic regions and over 100 local labour market areas.

During the year, the Employment and Unemployment Outlook Section carried on a continuous analysis of current information on economic trends. This analysis is for the evaluation of the short-term economic outlook, with particular reference to employment and unemployment. To improve this analysis, a number of research projects were carried out. Studies of the characteristics and trends of labour supplies were also conducted during the year.

Labour Market Research and Development

Data collected in sample surveys of the population of selected labour markets in New Brunswick and Nova Scotia were analyzed during the year. Additional sample surveys of the labour force and manufacturing industries were undertaken in two labour markets in Nova Scotia. The processing of the results of the population survey was completed and the analysis was well under way by the end of the year. The results of the industry study were processed and analyzed during the year.

These surveys were undertaken on a joint basis with the provinces of Nova Scotia and New Brunswick and form part of a study of seasonal unemployment in these two provinces.

Correspondence and Reports Service

There were some 1,500 inquiries handled during the fiscal year with 53 per cent of these concerned with various aspects of wage statistics. In addition, there were inquiries of a specialized nature and others requesting occupational information not dealt with by the Correspondence and Reports Section. Such inquiries were processed by specialists within the Branch.

Information on labour matters was prepared for the 1961 edition of the *Canada Year Book* and for the official handbook, *Canada 1961*, both published by the Dominion Bureau of Statistics. Also some material was supplied to the *Statesman's Year Book* (London, England).

A substantial amount of statistical information was compiled for the International Labour Organization's "Year Book of Labour Statistics", including the co-ordination of data provided by the Dominion Bureau of Statistics and the Department of National Health and Welfare.

A report was made to the ILO covering the two-year period from July 1, 1959 to June 30, 1961, on measures taken by the Government of Canada to give effect to the provisions of Convention No. 63—Concerning Statistics of Wages and Hours of Work. Two reports were compiled for ILO industrial committees—one for the use of the Chemical Industries Committee, the other for the Metal Trades Committee, at their next sessions being held in 1962.

A special report was prepared for the ILO in answer to a questionnaire on special problems in the computation of price indexes in connection with the 10th International Conference of Labour Statisticians to be held in Geneva, October 10, 1962, the data being supplied to us by the DBS.

Another ILO report was made in answer to a special joint questionnaire from the General Agreement on Tariffs and Trade and the ILO, in connection with their Study of Avoidance of Market Disruption, particularly in regard to the textile and clothing industries. Answers to some of the questions were provided by the DBS and the Economics Branch of the Department of Trade and Commerce.

Labour Gazette

The Labour Gazette Branch publishes, by authority of Parliament (Sec. 4, Department of Labour Act, R.S.C. 1952, c. 72). The Labour Gazette, the official journal of the Department. The monthly magazine, now in its 62nd year of publication, is produced in both English and French editions. The purpose of the journal is to disseminate accurate statistical and other information relating to the conditions of labour. The Branch also supervises the Department's press clipping service.

THE LABOUR GAZETTE, during 1961-62, completed publication of the series of articles begun in the December 1960 number under the title, "Labour Legislation of the Past Decade." The final five instalments were printed. The Branch then arranged for the publication of a reprint of the series in an 88-page booklet.

During the year the Branch, in co-operation with the Economics and Research Branch and the Dominion Bureau of Statistics, rearranged and updated the Labour Statistics section of *The Labour Gazette*. It was possible to effect publication of two of the series of statistical tables with a reference date one month more recent than formerly.

Another gain was made in publication of the annual article, "Industrial and Geographic Distribution of Union Membership in Canada." The article for 1960 was published in the April 1961 number; that for 1961 in the March 1962 number, a gain of a month.

Special Articles

Special articles during the year included "Progress toward Shorter Work Week," based on a survey by a staff writer of collective agreements in the past two years that provided for a reduction in the work week; a digest of the latest encyclical of Pope John XXIII, *Mater et Magistra*; and an article marking the completion of 20 years of unemployment insurance in Canada. *The Labour Gazette* published also a summary, by the author, of *Labour Arbitration in Canada*, which was based on a study assisted by a grant-in-aid under the Labour Department-University Research Program. Summaries were published also of new departmental publications as they appeared.

In the March 1962 number *The Labour Gazette* began publication of a new monthly article on the operations during the month of the National Employment Service.

In addition to the 88-page reprint already mentioned, the Branch arranged for the publication of the following reprints: "Industrial and Geographic Distribution of Union Membership in Canada, 1960," and "Equal Pay for Equal Work."

Meetings and conventions attended by staff writers and reported in *The Labour Gazette* during the year were: the National Conference on Technological Training in Canada, the 1st and 2nd Meetings of the National Technical and Vocational Training Advisory Council, the 13th Meeting of the Apprenticeship Training Advisory Committee, the 7th Meeting of the Advisory Committee on Professional Manpower, the first Labour-Management Committee Conference, a consultative group on the role of the Women's Bureau in relation to the preparation of girls and women for participation in the labour force, Laval University's 16th and McGill University's 13th Industrial Relations Conference, a special convention of the Confederation of National Trade Unions, the 6th annual convention of the Quebec Federation of Labour and the 3rd meeting of the Religion-Labour Council of Canada.

Reports were carried of the following meetings and conventions: 5th annual convention of the Ontario Federation of Labour, 90th annual general meeting of the Canadian Manufacturers' Association, 32nd annual meeting of The Canadian Chamber of Commerce, 48th annual meeting of the International Association of Personnel in Employment Security, 93rd annual Trades Union Congress and 4th biennial convention of the AFL-CIO.

The subscription rates of *The Labour Gazette* were increased effective with the January 1962 number. It was the first price increase since 1955. The new rates are: Canada—\$3 per year, single copies 50 cents each; all other countries—\$5 per year, single copies 50 cents each.

Average monthly circulation dropped slightly during the year, from 14,153 in 1960-61 to 13,494 in 1961-62. Circulation figures for the two years are:

Average Monthly Circulation, 1961-62 and 1960-61

—	1961-62			1960-61		
	<i>Paid</i>	<i>Complimentary</i>	<i>Total</i>	<i>Paid</i>	<i>Complimentary</i>	<i>Total</i>
English edition.....	5,234	5,800	11,034	5,482	6,045	11,527
French edition.....	1,098	1,362	2,460	1,280	1,346	2,626
Total.....	6,332	7,162	13,494	6,762	7,391	14,153

Information Branch

The Information Branch provides a wide variety of information, publicity and promotion services for the Department and associated agencies, including the National Employment Service and the Canada Labour Relations Board in line with the Department's policy of keeping the public and the press fully informed on the legislation it administers and on all federal activities in the labour field. In carrying out its promotional activities the Branch uses all media and publicity outlets, including newspapers, magazines, radio, television, films, direct mail, posters, billboards and transit advertising. It creates almost every form of advertising and publicity material to cover these media, from newspaper cartoons to film scripts. The Branch is also required to carry on systematic liaison with industrial groups involved with departmental promotional programs.

A GAIN during the year the Winter Employment Campaign was further expanded by aggressive liaison work by Branch officers with national advertisers and advertising and publicity media.

A large part of the Branch's work was in support of the Department's expanded role in the field of technical and vocational training.

Increasing recognition during the year of the importance of technical and vocational training was accompanied by a continuing and broad publicity program organized by the Branch.

The year started with a concerted attempt during Commonwealth Technical Training Week, May 29 to June 4, to emphasize the importance of technical and vocational training, and to stress the need for young people to get as much training and education as possible before entering the labour market.

The Branch was responsible for establishing liaison with provincial departments of education and labour and the Department of Youth in Quebec to distribute thousands of publications, posters, and other publicity items, most of which were prepared at the end of the previous fiscal year. In addition, the Branch handled liaison and distribution of material to dozens of organizations and individuals interested in the observance.

The material included 1,400,000 pamphlets entitled "Why Bother to Graduate" to students; a similar number of another pamphlet "Education, Training & Employment" to parents through the school system; 60,000 posters for use in classrooms; circulation of about 6,000 copies of a speech reference manual; and public service television and radio messages to public and private stations.

Public service support for the "stay-in-school" program was wide-spread not only during the week, but during the year. Known public service spots on private

television reached a value of approximately \$20,000, with an almost similar amount on private radio. In addition, the Canadian Broadcasting Corporation carried spots on both radio and television stations.

A film "You Can Go A Long Way," sponsored by the Sun Life Insurance Company and the Department, was shown in many schools during the Commonwealth Technical Training Week and the Branch continued during the year to promote the film in co-operation with the National Film Board. Thousands of Canadian students and adults saw the film. The provincial ministers of education singled it out for special promotion among their school principals and supervisors.

The reaction to publicity efforts during Commonwealth Technical Training Week brought a flood of requests for special information, ranging from general "stay-in-school" material to information on special occupations and technical and vocational training courses in Canada. Hundreds of copies of a publication outlining courses and facilities in the various provinces were distributed.

A speech reference manual, prepared by the Branch, became a major reference work in the field, and was requested by universities in Canada and the United States and by schools, organizations and individuals.

"Why Bother to Graduate"

During March, the Branch, in co-operation with the Canadian Conference on Education and the provincial departments of education (the Department of Youth in Quebec), distributed 200,000 reprints of the pamphlet "Why Bother To Graduate" to students in first year secondary school. This again brought many requests for information from parents, students and teachers, and the Branch subsequently assisted many schools by supplying material for "career days."

The Branch was responsible for preparing and manning a special exhibit for the Canadian Conference on Education, which was held in Montreal in March. The exhibit stressed the effects of rapid advances in technology on occupations and explained why it is necessary at the present time to place special emphasis on technical and vocational training facilities and programs.

The Branch obtained information in Washington on available training films in the training field for a proposed catalogue of training films for classroom use. When published the catalogue is to be used by provincial officials as a master-reference list of available instructional films.

The Branch also published two pamphlets, "Federal-Provincial Training Program for Unemployed Persons" and "Towards more Technical and Vocational High Schools, Institutes of Technology, Trade Schools". About 75,000 copies of the former pamphlet were distributed through the provinces and interested organizations and a reprint of 75,000 was ordered and largely distributed. About 70,000 copies of the latter pamphlet went to provincial capitals and to management, labour government and educational organizations throughout Canada.

Publicity was developed in support of the current school building program and the expansion of training generally. A number of press releases and special talks and speeches were prepared, referring specifically to federal-provincial co-operation in this field. In addition a special series of radio talks entitled "Education

and Employment" was prepared in the Branch for use on the departmental radio program, "Canada at Work".

The "Do It Now" Campaign

The Winter Employment Campaign, which has come to be known as the "Do It Now" campaign, was carried on for the seventh consecutive winter. Designed to increase economic activity and employment during the winter months, it is organized each year by the Department of Labour in co-operation with the Unemployment Insurance Commission.

Publicity and advertising efforts, handled by the Branch at the national level, were further expanded during the fall and winter. They were designed to give the greatest possible support to local offices of the National Employment Service and to local Employment Committees since the effectiveness of the campaign depends largely on the co-ordinated efforts undertaken by communities on their own behalf. At the national level, efforts were made to encourage business and industry to arrange more advertising and publicity in the winter, in their own interests as well as in the interests of the campaign.

The "Do It Now" campaign publicized in a variety of ways the advantages of having as much work as possible done during the winter when men and materials are readily available.

The campaign message, directed at business, industry and the general public, emphasized that winter is the time for interior improvements such as redecoration, renovation, repair and maintenance. It also publicized the advantages of outside winter construction.

The Branch carried on an extensive advertising campaign inviting Canadians to take advantage of the expanded Home Improvement Loan program under the National Housing Act. Strong promotional support was given by the chartered banks of Canada and by lending agencies specializing in building supply loans.

As a result N.H.A. Home Improvement Loans from November to March rose in dollar value to more than 17 millions, an all-time high for the winter period.

Many more loans were obtained from the chartered banks, financial institutions and lending agencies on a personal loan basis for the purpose of making home improvements.

One particular lending agency, specializing in consumer credit for home improvements, reported their winter business had increased 75 per cent in dollar value over the previous winter. This was a 600 per cent increase over the winter months only two years ago.

Similarly, the heavy promotion of the Farm Improvement Loan program and the Municipal Winter Works Incentive program had a beneficial effect on the winter economy. (*See also page 34*).

One leading trade magazine conducted for the fourth successive year a contest among building supply dealers designed to encourage more aggressive campaigns for increased winter business. This contest was arranged in consultation with the Department and one of the judges was the Director of the Branch.

Canada-wide Coverage

Extensive liaison was conducted by the Branch involving national associations, the country's largest national manufacturers, distributors, advertising agencies, and the chartered banks.

Special emphasis was placed on liaison with companies whose products or services stood to benefit from the creation of a favourable winter economy. In these cases companies were encouraged to carry on winter advertising programs tied in with the "Do It Now" campaign, and to take advantage of the market being preconditioned by the campaign. The result was that more companies than ever before promoted their products during the winter, particularly in the building supply and allied fields.

Many firms co-operated generously by arranging for the Department's TV slides, radio spots and "drop-in" material to be carried wherever possible in the media they used. Many also reported that posters and other printed materials were given nationwide coverage in their plants, offices and on their vehicles.

More than three million pamphlets were prepared and distributed by direct mail to all householders across the country, and through the efforts of local NES offices and winter work committees.

The Post Office Department co-operated with the Branch by using the "Do It Now" slogan on all envelopes going through their cancelling machines. Many industries and businesses also carried the same slogan on their postage meters, or used "Do It Now" stickers on their letters. Envelope stuffers carrying the winter work message were distributed widely in pay envelopes and with public utility bills.

Approximately one-quarter of a million posters and streamers were produced in a variety of sizes and directed in bulk to the UIC head office who in turn distributed them across the country through local NES offices. The Branch also printed some 2,000 billboard posters for use on a public service basis through the co-operation of the Outdoor Advertising Association of Canada.

Several other forms of "Do It Now" printed material were prepared by the Branch. These included brochures describing the campaign and literature explaining how companies with a vested interest in winter sales could tie in with the campaign to their own benefit.

Promotional film clips on the campaign, developed by the Branch, were shown in hundreds of movie theatres across the country.

The Branch prepared and manned exhibits at conventions of the National House Builders Association, the Canadian Construction Association and the National Concrete Products Association.

Support For The Campaign

Although it is impossible to calculate the exact monetary value of the national support given the "Do It Now" campaign, it has been estimated that the program generated in excess of \$3,500,000 worth of publicity. The government appropriation for publicity and paid advertising was approximately \$350,000.

Nearly 200 National Employment Local Offices across the country reported the following publicity provided by other than government sources: 1,175 newspaper pages of sponsored advertising, 3,533 news items, 391 editorials, 373

cartoons in local newspapers, 38,995 radio spot advertisements sponsored by local businesses, 14,632 minutes of locally sponsored radio program time, 7,634 television spot advertisements, 9,679 minutes of sponsored television program time and 112 film showings.

Older Workers

In co-operation with the Division on Older Workers, the Branch arranged for an expanded program of radio broadcasts on older workers. These were carried on "Canada at Work". In addition to five talks which were presented during the early part of the year, a special series of six broadcasts was presented during the Fall. The talks, which covered different aspects of the older worker program, were given by speakers from the fields of medicine, industry, labour and government.

A number of special articles on the older workers in industry were prepared by the Branch and submitted to various trade and business magazines. The first few of these were published during the year, and research for further similar articles was continued. The articles are based on an analysis of replies from Canadian employers to letters sent out by the Minister requesting information about their employment practices with regard to older workers.

A reference manual and speaker's guide, "Pertinent Facts About The Older Worker", was prepared and published by the Branch to replace an earlier publication, "The Problem of the Older Worker". The new manual has been extensively circulated through the co-operation of the Division on Older Workers. It is also being used in conjunction with the film, "Date of Birth," which was produced several years ago by the Branch. During the year the film continued to be circulated through the co-operation of the Canadian Chamber of Commerce, and screenings were held across the country for local Chambers of Commerce and Boards of Trade.

Arrangements were once again made with the Outdoor Advertising Association of Canada to carry posters on the employment of older workers on available empty billboards during the year as a public service. The number of billboards made available remained the same as in the previous year, 1,200 English and 300 French.

"Canada at Work"

In producing the Department's weekly radio program "Canada at Work", which is carried free of charge by independent radio stations across the country as a public service, the Branch prepared broadcasts on a variety of labour topics. About 40,000 scripts of all broadcasts were distributed during the year.

Broadcast regularly since 1942, the program brings current information on labour and related topics before the public. At the year's end, 80 English-language radio stations were carrying the program each week. During the winter, 28 French-language stations carried a series of six broadcasts on the main subjects covered by the regular English program.

In addition to collecting material, writing scripts and editing recordings, the Branch recorded most of the broadcasts with its own equipment.

Other Projects

An advertising campaign in newspapers and magazines was again carried out to promote the sale of Canadian Government Annuities. The Branch was responsible for the design, layout and copy for these advertisements as well as for the choice of media.

The Branch also prepared for publication a booklet describing the various types of annuities available. A pamphlet for general distribution was prepared and printed in quantity.

The Branch placed advertising in the ethnic press on behalf of the Fair Employment Practices Act, and handled the printing of publicity material, produced radio programs and distributed television public service spots to help eliminate discrimination in employment.

Circulation of Departmental films was continued, including seven films on industrial safety and two on rehabilitation of the disabled and employment of the handicapped.

The Department again assisted the National Film Board financially in the operation of an Industrial Film Preview Library as a service to employers and trade unions. The Library makes it possible for them to see and assess films on a variety of industrial subjects from all over the world, so that they may purchase or rent those best suited to their needs. Films for inclusion in the Library are previewed and selected by the Branch.

Labour Legislation

The Legislation Branch is a research branch engaged in the study of legislation, in Canada and other countries, concerning: the relations between employers and trade unions; minimum standards in such matters as wages, hours of work or annual vacations; rules governing the working environment for the protection of the employees' health and safety; compensation for accidents; training of apprentices and certification of tradesmen; and discrimination in employment on grounds of race, colour, religion or national origin. It is the function of the Branch to make comparative studies of the ways in which the legislative bodies in Canada have dealt with these subjects and, on occasion, to examine what other countries, where conditions are comparable, have done about them. Necessarily related is the study of the court cases in which such laws are interpreted, the representations made by labour and management organizations to governments to make changes in the laws, reports of administrative authorities on their operation, and inquiries of Royal Commissions or other bodies into their effectiveness.

THE SURVEY that was begun last year of the important developments in labour legislation in Canada in the 1950 decade was completed. Five concluding articles arising from the survey, which dealt with industrial safety and health, apprenticeship and tradesmen's qualifications, and labour relations and trade union legislation, appeared in the April, May, June, August and September issues of *The Labour Gazette*. The whole series was reprinted and is now available in a pamphlet entitled *Labour Legislation of the Past Decade*.

Labour Laws in The Labour Gazette

As in other years, the Branch prepared for the Labour Law section of *The Labour Gazette* monthly reports of regulations issued under federal and provincial labour laws and reviews of selected court decisions dealing with labour matters. These included reviews of new minimum wage orders issued in Alberta, British Columbia, Prince Edward Island and Quebec, and summaries of the judgments given in 35 selected court decisions. Seven articles dealt with legislation of interest to labour enacted in Canada in 1961: "Changes in 1961 in Provincial Workmen's Compensation Laws" (September 1960); "Changes in 1961 in Provincial Laws Affecting Wages, Hours and Vacations" (October 1961); "Anti-Discrimination Legislation in 1961" and "Legislation Dealing with Training and Education Enacted in 1961" (November 1961); "Labour Relations Legislation in 1961",

"Safety and Health Legislation in 1961" and "Saskatchewan Employee Pension Plans Registration and Disclosure Act, 1961" (December 1961). A review of the Ontario draft bill on portable pensions was published in the October issue of *The Labour Gazette*. The Branch also prepared two articles dealing with changes in United States labour legislation in 1961: "Safety Regulations under U.S. Walsh-Healey Public Contracts Act" (May 1961); "United States Fair Labor Standards Act" (July 1961).

Annual Bulletins

A pamphlet entitled *Provincial Labour Standards*, dated December 1961, was issued during the year. This is an annual bulletin which sets out the standards in effect under provincial laws for compulsory school attendance and minimum age for employment, public holidays, weekly rest day and annual vacations, and also the requirements of equal pay and fair employment practices laws. The minimum wage rates and the maximum hours of work or overtime pay requirements are given in tabular form for the main fields of employment. Tables of benefits under workmen's compensation laws are also included.

Another annual bulletin issued during the year was *Workmen's Compensation in Canada*, dated October 1961. This bulletin describes the principles common to provincial workmen's compensation Acts, and points out differences as well as setting out in detail the benefits payable in each province to injured workmen or, in fatal cases, to their dependants. Both bulletins are available in English and French.

Through the courtesy of provincial governments, the Branch obtains from the Clerks of the Legislative Assemblies copies of all bills introduced as well as copies of Votes and Proceedings. During the 1962 legislative sessions, the Branch prepared a series of mimeographed reports entitled *Current Report on Legislation Affecting Labour Introduced in Parliament and the Provincial Legislatures*, summarizing briefly the contents of bills dealing with labour matters and tracing their progress until they were dropped or became law. These reports were distributed to government labour officials and were made available to any interested person on request.

The reference material maintained in the Branch, which includes the federal and provincial statutes and regulations issued under federal and provincial law, was made available to students and other interested persons visiting the Branch.

Reports and Memoranda

During the year, memoranda on a wide variety of questions relating to labour law were prepared in answer to specific requests from governments in Canada and abroad and from unions, business firms, students, and others. These memoranda dealt with shop closing legislation, minimum wages, machine guarding requirements, laws concerning employment of children, logging camp standards, and many other matters.

Several reports were prepared during the year on various phases of labour law in Canada in connection with Canada's participation in the International Labour Organization and the United Nations. A report on Canadian legislation affecting human rights was prepared for publication in *The Yearbook on Human Rights* published by the United Nations.

Other Services

A member of the Branch serves as the Secretary-Treasurer of the Canadian Association of Administrators of Labour Legislation. The Association was organized in 1938 to provide a medium for the exchange of information about the administration and enforcement of legislation, to encourage the best possible standards of law enforcement and administration, and to bring about greater uniformity in labour legislation. The membership includes the federal and provincial departments of labour and other government agencies administering labour laws. The provincial governments pay an annual fee. The Federal Department, in addition to providing the services of a secretary-treasurer, assumes the cost of reporting and distributing the proceedings of the annual conference for the use of the members.

The 20th annual conference of the Association was held in Halifax from July 25 to 28. The program included a general review, prepared by the Branch, of recent legislative and administrative developments in all provinces and the federal field two sectional meetings on various aspects of labour relations and labour standards legislation, and a general session on the training of skilled manpower. The labour relations sessions were devoted to a discussion on bargaining units and related matters and problems arising out of the termination of bargaining rights. Topics discussed by the labour standards officers included: Methods of determining minimum wages in Canada and in other countries, wage protection, vacation pay, and fair employment practices legislation.

Government Employees Compensation

The Government Employees Compensation Branch administers the Government Employees Compensation Act (R.S.C. 1952, c. 134 as amended by R.S.C. 1952, c. 323 and 1955, c. 33), originally passed by Parliament in 1918, under the provisions of which compensation is payable to federal employees who are injured while in employment. Dependants of those who are fatally injured also are beneficiaries. Injured employees also receive free medical treatment and hospital accommodation, as required. The Workmen's Compensation Commission of Quebec and the Workmen's Compensation Boards of the other nine provinces receive, process and pay federal employee claims under a long standing federal-provincial arrangement. The scales of benefits of provincial Workmen's Compensation Acts apply. The Branch is responsible also for promoting safe work practices throughout federal government employment.

IN THE year's activities of the Branch emphasis was on encouraging government departments and Crown agencies to greater and more practical efforts to reduce work accidents.

There were 18,196 accident claims approved under the Government Employees Compensation Act during the year, an increase of 597 over the year before. There were 24 fatal accidents in the year, compared with 20 in the previous year.

However, there was almost no change in the ratio of accidents to employees, since the number of employees covered by the Act also increased. At slightly less than one to thirteen, this ratio has changed little in the past several years. There were more than 228,000 employees covered, compared with 225,000 the year before.

As in other years, a large proportion of claims were for minor injuries. Of the 18,196 accepted claims, 11,709 were for medical aid only. These are cases which do not cause layoffs, or cause layoffs which are too short to satisfy the "waiting periods" stipulated under provincial Workmen's Compensation Acts. The Federal Act provides that scales of benefits and other conditions shall be the same as set down in provincial acts.

Increase in Claims

At the end of the year there were 1,726 employees and dependants in receipt of pensions. While the number of accident claims increased by a little more than 3 per cent, the cost of benefits rose by five per cent, reflecting the higher benefits

allowed by amendments to Provincial Acts. All provinces have amended their Acts in this way since the beginning of 1961, and these higher rates are automatically payable in federal accident cases.

The gross cost in disbursements, as shown in Table 3, includes payments to provincial Workmen's Compensation Boards of a share of administration expenses. These items are offset somewhat by rebates made to the Consolidated Revenue Fund by certain Crown agencies, to cover compensation benefits paid to their employees and their share of administration costs. The cost per accident was roughly \$132.

All except four Crown corporations pay back actual costs incurred on behalf of their employees and a share of administration expenses. The four exceptions are assessed the same way as industry in general is assessed under provisions of provincial Acts. In all cases, however, employees of Crown corporations and agencies come under the provisions of the Act in the same way as employees of regular departments, boards and commissions.

The safety adviser, a member of the staff of the Branch, made numerous inspection visits to federal establishments across the country, giving talks, presiding at panels, and even assisting in training of penitentiary guards in safety measures, related to the prevention of injuries in penitentiary workshops. Several departments, on the suggestion of the safety adviser, designated personnel as safety officers. These departments apparently realized the necessity of such a step from what was indicated by the Annual Statistical report of the Branch, which showed the number and cost of accidents for each department and agency.

The safety adviser compiled nine more booklets and leaflets in the Accident Prevention Series begun in 1960-61.

A new accident report and investigation form has been introduced that requires those concerned to investigate all serious accidents and make suggestions to prevent their recurrence. To date the results have been satisfactory.

The Branch continued to issue a monthly bulletin in English and French intended particularly for administrative and personnel officers. It reviews successful accident prevention efforts in private industry, quotes the views of experts, reports on pertinent legislation and in general is aimed at making government officials safety-minded. Almost 12,000 safety posters in both languages were distributed each month. Close liaison is maintained with civil service employee organizations and all possible steps are taken in the interest of injured employees.

Every year some federal employees on duty suffer injuries, and sometimes death, because of the neglect by third parties. In such cases there may be legal action taken by the Department of Justice or negotiations undertaken with insurers to recover the amounts equal to the compensation paid to these injured employees, and where death occurs, the capitalized cost of monthly benefits payable to widows and monthly allowances to dependent children. During the year, \$66,409 was collected by judgment in court or by settlement. Where the amount recovered is greater than the costs in a particular case, the excess is paid to the employee who was injured, upon approval of the Treasury Board.

Merchant Seamen Compensation Act

(R.S.C. 1952, c. 178 as amended R.S.C. 1952-53, c. 16, and 1957, c. 9)

The Merchant Seamen Compensation Act provides for compensation to seamen for accidents arising out of and in the course of their employment when "employed or engaged on a ship registered in Canada or chartered by demise to a person resident in Canada, or having his principal place of business in Canada, when the ship is engaged in trading on a foreign voyage or on a home trade voyage as such voyages are defined in the Canada Shipping Act", and to the dependents of seamen who lose their lives as a result of such accidents. Pilots, apprenticed pilots, or fishermen are not included. The rates of compensation, established by the Act, are approximately those established by the Atlantic provinces' Workmen's Compensation Acts.

There were 21 claims during the year including two fatal cases and one permanent partial disability.

The Board examines all medical reports and other documents related to temporary and permanent disability claims and also claims for dependency as a result of fatal accidents; authorizes compensation and medical treatment; makes awards in permanent disabilities (total and partial), and of pensions to widows and children. The Secretary passes upon all settlements of temporary disability claims which are in accordance with the provisions of the Act and are not disputed by the employer or the employee. Formal approval of such settlements is the responsibility of the Board.

Shipping companies are required to have insurance coverage for the purposes of the Act. Under a new plan approved by the Board, each company pays a registration fee of \$10 (formerly \$25) plus an amount per claim that is decided by the Board.

The Act is administered by the Merchant Seamen Compensation Board, which is composed of three members, all public officials appointed by the Governor in Council, representing the Departments of Labour, Transport, and Finance. Detailed work of administration is carried out by the Government Employees Compensation Branch. The Director of the Branch is secretary of the Board. The Board meets as occasion requires, usually four or five times a year.

Civilian Rehabilitation

The Branch co-ordinates the activities of Federal Government departments and assists the provincial governments as required in the establishment, development and operation of a national rehabilitation program for disabled persons. It collects and disseminates information regarding rehabilitation methods and services and maintains liaison with provincial authorities, voluntary agencies and professional associations regarding rehabilitation services for the disabled. The Division on Older Workers is responsible for the development and co-ordination of departmental activities designed to alleviate the difficulties of older workers in securing employment.

THE function of the Branch is to assist in the development of a vocational rehabilitation program, through the co-operation of agencies, both public and private, concerned with all categories of the disabled. The Federal-Provincial program has, over the past few years, laid the foundations for a comprehensive vocational rehabilitation program designed to reach all disabled Canadians. The passing of the Vocational Rehabilitation of Disabled Persons Act, which was proclaimed to be effective on December 1, 1961, now gives statutory authority for the program. This legislation provides a sounder base upon which to build the vocational rehabilitation programs in each province and to stimulate co-ordinated and accelerated development in the future.

The Act empowers the Minister of Labour to enter into agreements with any province for the equal sharing of costs of vocational rehabilitation for disabled individuals. Agreements under the new legislation go into effect on April 1, 1962. These new agreements will replace the Co-ordination of Rehabilitation of Disabled Persons Agreements.

The text of the new agreement was drafted in consultation with the provinces and was the subject of a Federal-Provincial Conference in Ottawa in September 1961.

During the year, the Branch continued to administer financial assistance to provincial governments under existing agreements. Continued efforts were made to encourage the greater use and development of vocational rehabilitation services.

The following table indicates the economic soundness of investing public funds to provide working ability to the disabled.

TABLE 1—Rehabilitation Cases on Which Full Details Are Available

Period	Number of Cases	Males	Females	Number of Dependents	Estimated Annual Cost for Support	Estimated Accumulative Support Savings	Annual Earnings After Rehabilitation	Estimated Accumulative Earnings
					\$	\$	\$	\$
Up to March 31, 1957.....	1,001	686	315	610	450,532	450,532	1,750,753	1,750,753
Fiscal Year 1957-1958.....	1,055	683	372	826	948,460	1,398,992	1,860,165	3,610,918
Fiscal Year 1958-1959.....	1,174	745	429	877	1,232,040	2,631,032	2,219,380	5,830,298
Fiscal Year 1959-1960.....	1,462	941	521	1,146	923,240	3,554,272	2,683,403	8,513,701
Fiscal Year 1960-1961.....	1,614	1,044	570	1,276	954,304	4,508,576	2,730,502	11,244,203
Fiscal Year 1961-1962.....	1,669	1,079	590	1,300	902,919	5,411,495	3,198,547	14,442,750
Totals.....	7,975	5,178	2,797	6,035	5,411,495	17,954,899	14,442,750	45,392,623

Rehabilitation Workshop—Prairies

A prairie provinces rehabilitation workshop, sponsored jointly by the Branch and the provinces of Manitoba and Saskatchewan, was held in October 1961 at Falcon Lake, Man. Its purpose was to provide an opportunity for persons concerned

Federal Vocational Rehabilitation Assistance

Since May 1953 the Department, through the Federal-Provincial Co-ordination of Rehabilitation of Disabled Persons Agreements, has provided financial assistance to provinces to co-ordinate rehabilitation services for the handicapped. Under these Agreements the Federal Government contributes to each province on a matching basis to help pay the salaries and travelling expenses of a Provincial Co-ordinator and staff and the costs of supplying other services necessary to the vocational rehabilitation of an individual. Nine provinces signed such Agreements and appointed Provincial Co-ordinators.

Also in 1953, the Department extended vocational training to the disabled under the Canadian Vocational Training Co-ordination Act. At the same time the National Employment Service made its special placement facilities available to the disabled who were considered ready for employment.

Grants for hospital construction, tuberculosis control, crippled children and mental health, available through the Department of National Health and Welfare, can in some instances, be applied to rehabilitation projects. In 1953, the federal Government introduced the Medical Rehabilitation Grant, which was merged with the Crippled Children Grant in 1960 to become the present Medical Rehabilitation and Crippled Children Grant. Through this Grant, increased federal funds were made available to the provinces for medical rehabilitation facilities and services including prevention of crippling conditions, the training of rehabilitation personnel and for research studies in this field.

Under the terms of the new Vocational Rehabilitation of Disabled Persons Act of 1961, new federal-provincial agreements for a period of six years become effective on April 1, 1962.

with the rehabilitation of the physically and mentally disabled to learn more about methods of medical assessment, treatment, vocational assessment, training and placement. Ways of developing better communications between the various government and voluntary services were also explored. The National Co-ordinator, Civilian Rehabilitation, served as chairman. Members of the Branch participated in the conference and its preparatory work.

Conference—Maritimes

The Branch co-operated with the Atlantic provinces in sponsoring and conducting a conference on vocational rehabilitation at Shediac, N.B. This conference was the third of its kind to be held in the Maritimes in recent years. Administrators from the Departments of Health, Welfare and Education in the four Eastern provinces attended, together with key personnel from the federal Departments of Labour, National Health and Welfare and the National Employment Service.

Other Conferences and Meetings

The National Co-ordinator or members of his staff participated, often as speakers, at numerous meetings, conferences and seminars during the year in Canada and the United States. Included were such meetings as: a Laval University Seminar; Winnipeg meeting of the Canadian Council for Crippled Children and Adults; Lakehead Rehabilitation Conference at Port Arthur; President's Committee on the Handicapped in Washington; Association of Canadian Medical Colleges; Canadian Physiotherapy Association; Canadian Association of Physical Medicine; Speech and Hearing Society. Liaison with voluntary agencies was strengthened and maintained by these activities.

World Commission on Vocational Rehabilitation

In his capacity as Chairman of the World Commission on Vocational Rehabilitation, the National Co-ordinator has been active in helping to establish this body on a firm foundation. Primary consideration during the year has been given to the arranging of appropriate representation from various countries. The first meeting of this body was held in New York last November. Its purpose is to provide exchange of ideas amongst leaders in vocational rehabilitation throughout the world in order to emphasize that suitable employment is the ultimate goal of all rehabilitation efforts.

Co-operation With Other Departments

Co-operation has been maintained with the National Employment Service and the Department of National Health and Welfare, which administers the Health Grants including the Medical Rehabilitation and Crippled Children's Grant. In all phases of the development of the program the Department of Veterans Affairs has contributed the benefit of its experience in the vocational rehabilitation of veterans. Preparatory work on the Vocational Rehabilitation of Disabled Persons Act was carried out in consultation with these departments.

Co-operation With Rehabilitation Authorities

The Branch has continued co-operation with, and supplied consultative services to the provincial co-ordinators and directors of rehabilitation during the year. In March 1962 the group met in Ottawa to discuss administrative matters related to the implementation of the new legislation and to explore ways of developing the Federal-Provincial vocational rehabilitation program. Liaison has also been maintained with rehabilitation authorities in other countries; with the United Nations and its specialized agencies, including the International Labour Organization; with the International Society for Rehabilitation of the Disabled; and with other agencies in many parts of the world.

Publications

Considerable planning and preparatory work was carried out in connection with the publication of an improved Branch bulletin under the title *Rehabilitation in Canada*. Arrangements were completed for publication of this bulletin three times a year—spring, summer and winter editions—in printed form. Plans call for the publication to carry up-to-date information, in the form of articles by recognized experts, on various phases of vocational rehabilitation. It is expected that it will also serve as a medium for the exchange of ideas.

A folder, "Vocational Rehabilitation" was issued in the closing weeks of the year. It describes the new legislation, its implications and the type of services available to Canada's disabled.

Articles dealing with many different aspects of vocational rehabilitation were prepared in the Branch for publication in *The Labour Gazette* and other periodicals.

Other Activities

During the year the Branch dealt with a growing number of enquiries for information or assistance.

The staff of the Branch collaborated with staff of the Department of National Health and Welfare in the preparation of the Canadian report requested by the United Nations for the Study on Legislative and Administrative Aspects of Rehabilitation Programs in Selected Countries.

The Branch has participated in the planning and preparatory work for the Canadian Conference on Sheltered Employment to take place in October 1962 under the joint sponsorship of the Department and the Canadian Council for Crippled Children and Adults.

Interdepartmental Committee on the Vocational Rehabilitation of Disabled Persons and the Co-ordination of Rehabilitation Services

This Committee, made up of representatives from the Department of Labour, National Health and Welfare, and the National Employment Service, met twice during the year under the chairmanship of the National Co-ordinator. The Branch supplied secretarial services to the Committee. This Committee gives continuing consideration to the co-ordination of federal activities for the vocational rehabilitation of disabled persons.

Study Of Rehabilitation Reports

(Covering only those cases on which full details are available)

**TABLE 2—Breakdown by Age, Sex, Dependents and Location
(Under disability groups)**

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
AGE GROUPS										
Under 20.....	7	53	42	10	12	30	8	28	7	197
20 to 29.....	24	188	122	33	54	128	21	69	24	663
30 to 39.....	20	95	51	8	23	68	16	52	11	344
40 to 49.....	19	66	23	18	23	31	7	31	7	225
50 to 59.....	22	42	10	10	23	11	5	14	7	144
60 and over.....	20	31	4	16	15	1	3	5	1	96
SEX										
Male.....	98	319	146	46	96	173	45	119	37	1079
Female.....	14	156	106	49	54	96	15	80	20	590
Number of Dependents.....	153	436	127	44	86	221	88	104	41	1300
LOCATION										
Urban.....	56	252	197	67	108	157	43	139	36	1055
Rural.....	56	223	55	28	42	112	17	60	21	614

* Neuro-Muscular, Skeletal.

TABLE 3—Educational Standing at Acceptance

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
Nil.....	5	16	6	—	6	—	1	2	—	36
1 to 4 years.....	14	31	17	9	12	10	2	40	2	137
5 to 8 years.....	62	204	187	29	56	96	30	73	26	763
9 to 12 years.....	29	167	32	33	61	118	22	64	22	548
Matriculation.....	2	47	7	19	12	33	5	15	7	147
University.....	—	10	3	5	3	12	—	5	—	38

* Neuro-Muscular, Skeletal.

TABLE 4—Comparison of Occupations BEFORE and AFTER Rehabilitation
Principal Previous Occupation

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
Professional and Managerial.....	6	14	3	14	4	12	—	6	4	63
Sales and Clerical.....	3	35	22	15	23	37	8	25	2	170
Service Occupations.....	18	43	11	9	13	36	4	32	11	177
Agriculture, Fishery, Forestry etc.....	23	37	12	4	12	20	5	12	4	129
Skilled Occupations.....	11	48	17	5	17	21	10	10	6	145
Semi-skilled Occupations.....	10	23	16	1	3	14	8	10	3	88
Unskilled Occupations.....	20	82	74	9	22	64	7	27	12	317
Housewife or Homemaker....	8	34	12	16	15	6	5	15	2	113
No previous Occupation.....	12	158	85	22	41	59	13	62	13	465
Retired.....	1	1	—	—	—	—	—	—	—	2

* Neuro-Muscular, Skeletal.

Occupations After Rehabilitation

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
Professional and Managerial.....	7	38	2	6	13	34	6	6	9	121
Sales and Clerical.....	10	120	53	24	38	81	15	44	10	395
Service Occupations.....	21	54	38	5	19	55	15	47	12	266
Agriculture, Fishery, Forestry etc.....	14	27	9	—	8	6	2	11	3	80
Skilled Occupations.....	17	65	33	29	12	44	5	20	10	235
Semi-skilled Occupations.....	10	37	40	3	7	15	4	6	1	123
Unskilled Occupations.....	10	58	68	12	12	24	5	38	6	233
Housewife or Homemaker....	8	48	5	14	18	7	3	18	5	126
Self-Care.....	15	28	4	2	23	3	5	9	1	90

* Neuro-Muscular, Skeletal.

TABLE 5—Status After Rehabilitation

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
Regular Employment.....	70	357	238	42	85	239	44	146	47	1268
Self Employment.....	17	34	2	2	9	17	7	6	3	97
Sheltered Employment.....	1	4	3	11	13	3	1	16	1	53
Homebound Employment....	—	3	—	24	2	—	—	3	—	32
Housewife or Homemaker....	9	49	5	14	18	7	3	19	5	129
Self-Care.....	15	28	4	2	23	3	5	9	1	90

* Neuro-Muscular, Skeletal.

**TABLE 6—Financial Status at Acceptance
(Source of Support)**

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
Dependent on Relatives.....	40	228	114	26	72	102	25	85	26	718
Dependent on Public Assistance.....	21	105	28	37	32	110	20	69	15	437
Disability Allowances and Other Allowances, Compensation etc.....	7	22	—	3	4	4	—	2	—	42
EARNINGS										
Under \$500.....	—	3	—	1	—	1	—	2	1	8
\$501 to \$1000.....	3	15	8	4	6	6	1	6	3	52
\$1001 to \$2000.....	11	30	31	4	11	19	2	11	3	122
\$2001 to \$3000.....	8	23	33	1	2	9	1	3	—	80
Over \$3000.....	4	6	3	2	3	3	2	5	2	30
Old Age Security, Retirement Pension, Annuities, Savings.....	12	22	2	14	14	5	3	9	6	87
Unemployment Insurance.....	6	21	33	3	6	10	6	7	1	93

* Neuro-Muscular, Skeletal.

TABLE 7—Annual Earnings After Rehabilitation

DISABILITY GROUPS	Amputations	NMS*	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
Under \$500.....	1	7	7	31	7	—	—	10	—	63
\$501 to \$1000.....	18	66	11	20	27	5	3	42	6	198
\$1001 to \$2000.....	30	143	56	17	30	71	18	64	16	445
\$2001 to \$3000.....	39	169	149	23	44	132	25	45	24	650
Over \$3000.....	9	62	25	2	19	57	9	28	10	221

* Neuro-Muscular, Skeletal.

Division on Older Workers

The Division on Older Workers is reaching a stage in the development of its activities where it is becoming a recognized and identifiable national focal point for the assembly and dissemination of educational material concerning the problems of older people. Evidence of growing interest was indicated by an increasing number of enquiries during the year.

Approximately 8,000 items of informational material were sent out in response to requests. This represented an increase of more than 50 per cent over the number distributed during the previous year.

Co-ordination of departmental activities on behalf of older workers was carried out during the year. The long-range program of educational publicity was continued in co-operation with the Information Branch. Communication was maintained with the Economics and Research Branch in connection with the development of further research. Articles were prepared regularly in the Division for publication in *The Labour Gazette*.

In co-operation with the Information Branch the Division organized a series of six radio broadcasts dealing with various aspects of the older worker problem in the Fall of 1961.

Efforts were made to continue and expand liaison with national and provincial voluntary agencies and with provincial government departments. Preliminary arrangements were made during the year for the exchange of information and ideas in the field of older workers with United States Government departments in Washington. Examination of reports and results of studies done in Canada and abroad was carried out in the Division.

There is increasing international interest in the problems of older workers. This is exemplified by the action of the International Labour Organization in passing a resolution on the subject in 1961. The ILO announced that the work and retirement problems of older people would be the central theme of the Director-General's report to the 46th Session in 1962.

At the request of the Belgian Department of Labour, a lengthy article analyzing the social and economic problem of the older worker was prepared in the Division for publication in that department's official journal in 1962.

Interdepartmental Committee on Older Workers

This Committee, made up of representatives from the Departments of Labour, Veterans Affairs, National Health and Welfare, the National Employment Service and the Civil Service Commission, met twice during the year under the chairmanship of the National Co-ordinator. The Division supplied secretarial services. Subjects discussed included training for older workers, retirement and expansion of research.

Women's Bureau

The Women's Bureau was established in 1954 to bring about a wider understanding of the role and contribution of women in the labour force, to encourage general competence and occupational skills among women workers looking to the advancement of their opportunities in employment, and to promote working conditions conducive to human well-being and efficient production. The activities of the Bureau include: examination of existing data and studies concerning women workers and stimulation of additional research by the Department and other appropriate research agencies; assembling information relating to women's employment and making it available in such a way as to foster an interchange of information regarding women's work between the Department and other public and private agencies, including women's groups and employer and labour organizations; advising the Department on programs affecting women workers and being available for consultation with other federal departments and provincial government agencies, as requested.

THE occupational capacities of women and how they may be most fully realised were the major focus of the work of the Women's Bureau. The result was an emphasis in all projects on two major areas of subject matter: vocational training and working conditions.

To help acquaint girls, their teachers and parents with the variety of training courses available, the Bureau published a booklet entitled Vocational and Technical Training for Girls at high school, post high school and trade school levels of education in Canada. Demand for the booklet which outlines courses of study that may lead to some 60 different fields of work, was so great that the entire edition of 3,000 copies had been exhausted within a month of publication. Therefore, plans have been made for a revision.

The mature woman wishing to enter or re-enter the labour force has also been the object of attention. A study of available training opportunities for such women was undertaken and will issue later in a publication.

Vocational Rehabilitation

A Niche of Usefulness is the title of a report issued earlier in the year. It describes vocational rehabilitation services in Canada which enable handicapped women to develop their occupational capacities and outlines career opportunities for women in the field of rehabilitation. A French edition will be available shortly.

Developments in collective bargaining in the nursing profession and the resulting impact on the conditions of work of nurses were the subjects of study throughout the year.

Predominant characteristics of the women's labour force in various European countries formed the basis of a series of articles for the Women's Bureau page of *The Labour Gazette*, looking to a reprint for wider distribution when the series is completed.

Occasional bulletins, of which three were issued during the past year, introduced a new means of communication with interested individuals and groups. These dealt respectively with women's participation in pension plans; new developments on three continents: the establishment of a commission on the status of women in the United States, developments in the European Economic Community relating to the principle of equal pay for equal work and home help services in industry in Japan; and an annotated agenda of the 16th session of the United Nations Commission on the Status of Women.

Convening of a Consultative Group

To explore some of the current problems of women's employment, looking to future emphases in the work of the Women's Bureau, a one-day consultation was held. The participants selected on the basis of individual competence rather than as group representatives, came from business, industry and the labour movement, various national organizations and provincial agencies, as well as several federal Government departments.

Following a psychologist's analysis of women's position in the labour force, representatives of employer and employee organizations spoke of their experience with women workers. The ensuing discussion was directed to vocational counselling and training for girls and women, special attention being given to problems that arise in the transition from school to work and to the labour force role of women 35 and over. A report of the consultation, highlighting questions to promote further discussion, was distributed to various organizations and individuals.

Information on Women's Work

Basic information about women in the labour force compiled for use in adult education groups had wide distribution in response to requests for this type of data.

A bilingual list of publications and *Labour Gazette* articles dealing with the status and conditions of women's work over the past five years was also prepared.

The Bureau dealt with an increased number of enquiries. The largest number of inquiries related to vocational counselling and occupational information both for young girls and for older women about to re-enter employment. Other requests concerned statistical information on women at work, women's participation in pension plans, the legal status of women, the older woman worker and equal pay legislation. They came from every province and territory of Canada and also in considerable numbers from abroad, some coming direct and some through the Department of External Affairs.

Articles on various phases of women's employment were prepared at the request of a number of journals and the Director participated in several national radio broadcasts.

Consultative and Resource Services

The consultative role of the Women's Bureau in relation to developments in women's work was considerably expanded during the year. The Director was a member of a small committee of consultants to plan the Conference on the Real World of Women to be held in September, 1962, under the auspices of the Canadian Broadcasting Corporation. She acted in a consultative capacity also in relation to a commission appointed by the United Church of Canada to study the gainful employment of married women. Similar service was provided to the Ontario Federation of Labour and various national and local women's organizations.

On the invitation of the United States Department of Labor the Director visited Washington in November to participate in a meeting of the Equal Pay Committee and interpret Canadian experience with legislation in this field, preliminary to public hearings on a United States Federal Equal Pay Bill. The visit provided opportunity also for exchange of experience with respect to other questions of women's work including vocational training, the problems of the older woman worker, needed services for married women in the labour force and the effects of automation.

The Bureau received a considerable number of visitors enquiring about various phases of women's work: journalists, radio and TV commentators, students at post-graduate, university and high school levels and representatives of trade unions, management organizations, women's groups, government departments and parents concerned with the occupational future of their daughters. Among these were individuals and groups from Ghana, Hong Kong, Japan, Australia and the United States.

The Directory of National Women's Organizations, first made available for use outside the Department in 1959, was re-issued during the year in a new and firmer binding. Forty-six national organizations were listed with the address for correspondence, the names of key officers, a statement of purpose and current emphases in programme. Demand for this service from business and professional organizations, voluntary social agencies and government departments continued to increase.

Committee Work

The Women's Bureau continued its membership in the National Committee on Homemaker Services and was represented at both meetings held during the year. Work was concentrated chiefly on the nature and content of training for visiting homemakers. In addition the assistant to the Director served on a committee that worked out personnel practices for the Visiting Homemakers Association of Ottawa.

The Bureau was also represented at meetings of the National Technical and Vocational Training Advisory Council and participated in the work of the

Advisory Committee on Professional Manpower, the Skilled Manpower Training Research Committee and the Interdepartmental Committee on Older Workers.

Community Contacts

The Director was a member of the Department's representation in two national educational conferences, the Second Canadian Conference on Education and the National Conference on Adult Education. She also presided at a section of the Annual Meeting of the Canadian Welfare Council. At the provincial level she participated in the Conference on Employment and Retirement of Older Workers convened by the Saskatchewan Aged and Long Term Illness Survey Committee in Regina and in the Annual Convention of the New Brunswick Association of Registered Nurses. She gave a paper on women in supervisory positions in a management training course organized by the Industrial Relations Centre of Queen's University. Field work also included informal consultations with officers of government departments, trade union and employer organizations in various parts of the country and speaking engagements in a number of local communities.

Technical and Vocational Training

The function of the Technical and Vocational Training Branch is to administer the provisions of the Technical and Vocational Training Assistance Act (S.C. 1960-61 C. 6). It co-operates with provincial government departments, employers' organizations, organized labour and federal government departments and agencies, including crown companies and the armed forces in the promotion, organization and development of all types of publicly financed training programs deemed necessary to fit persons for employment or to upgrade workers in their present occupations.

THE salient development of the year was the great expansion of facilities for technical and vocational training undertaken by the provinces in co-operation with the federal Government. By year's end the provinces had submitted, and federal support was assured for projects for the construction, expansion and equipping of 376 schools and institutes to cost nearly \$333,000,000 and to accommodate some 105,000 additional trainees. The federal contribution that will be required to share in these projects has been estimated at more than \$216,000,000. Some of the projects have been completed already, but the majority are planned for completion during the next fiscal year. The provinces have declared their intentions to submit further projects for approval.

Favourable provisions for federal sharing under the new Technical and Vocational Training Assistance Act have encouraged an expansion of the training programs already operating when the Act was passed. Programs for the training of unemployed persons have developed rapidly since the federal Government undertook to reimburse the provinces for 75 per cent of their costs. New programs to train technical and vocational teachers to staff new schools and institutes are under way. Progress is being made in the development of programs for training in co-operation with industry. The current expansion of facilities and the development of competent teaching personnel are making it possible to give training to greater numbers of persons. Much of this training will be for skills and occupations that could not be taught in the institutions that existed up to this time.

During the year the federal Government made direct contributions of \$35,729,623.75 to the governments of the provinces in respect of training programs operated under the Technical and Vocational Training Assistance Act.

The Technical and Vocational Training Assistance Act

The purpose of the Technical and Vocational Training Assistance Act is to provide financial assistance for the development and operation of technical and vocational training facilities and programs throughout Canada.

The Act authorizes the Minister of Labour to enter into an agreement with any province, for a period not exceeding six years, to provide for the payment to the province of contributions in respect of the costs incurred by the province in undertaking a program of technical and vocational training. Such training programs may be: for unemployed persons; for the training of persons in technical or vocational courses given in regular secondary schools in the province where such training is given as a part of the regular secondary school program; for the training of persons as teachers; supervisors or administrators to carry out technical or vocational training programs; for persons over the regular school leaving age, who have left school and who require training to develop or increase occupational skill; for apprentices; for supervisors in industries; for the training of persons in the skills of science or technology and the application thereof, except where such training is designed for university credit; for disabled persons and for the training of members or veterans of the naval, army and air forces of Canada, and training for departments or agencies of the Government of Canada.

The Minister is authorized to enter into an agreement with any province, for

a similar six-year period, for the payment of contributions in respect of the capital expenditure incurred by the province on training facilities.

The Act makes provision for the continuation of agreements for training projects made under the Youth Training Act, 1939, or under the Vocational Training Co-ordination Act.

The Minister may, without reference to the provinces, undertake programs of technical and vocational training for members or veterans of the naval, army and air forces of Canada, and training for departments or agencies of the Government of Canada.

The Minister is also authorized to undertake and direct research pertaining to technical and vocational training and to disseminate information about such training.

Education, in so far as governments are concerned, is a provincial responsibility and, since vocational training is generally regarded as an integral part of the established educational system in each province, the federal Department of Labour has refrained from operating its own training programs and has relied on the provinces to provide suitable training for all purposes as set forth in the Act.

The full costs of projects undertaken for the federal Government are refunded to the provinces. Up to three quarters of the costs of other approved projects is refunded to provincial governments, subject to the limitation of funds voted by Parliament for such purpose.

Agreements under the Act

The conditions and regulations currently governing federal financial assistance to the various types of training are set forth in the following federal-provincial agreements effective under authority of the Technical and Vocational Training Assistance Act:

The Technical and Vocational Training Agreement The Apprenticeship Training Agreement

The new Technical and Vocational Training Agreement, effective from April 1, 1961 with all provinces, stresses the total development of a competent labour force. It extends the areas of training formerly covered by the Vocational and Technical Training Agreement No. 2 and the Special Vocational Training Projects Agreement and increases the amount of federal assistance provided.

In recognition of the rapidly increasing need of industry for technicians and other workers with training at a level between that of the journeyman and the professional engineer, a two-day National Conference on Technological Education was held on May 9 and 10. More than 80 representatives from industry, labour, educational institutions and agencies, and governments attended to consider needs and means for technological training. Subsequently, a 12-man National Advisory Committee on Technological Education was appointed to review the whole educational and training pattern at the technological level and to report to the National Technical and Vocational Training Advisory Council.

The Branch participated actively in arrangements at the national level for a Commonwealth Education Week that was observed from May 29 to June 4 to inform and to interest the public in technical and vocational education. Publicity material was prepared for distribution through provincial and local authorities and assistance in planning and co-ordinating provincial and municipal programs was provided. School-age persons and parents were acquainted with the need for adequate training for present-day jobs, and were given opportunities to visit schools and institutes and to become familiar with the training opportunities offered.

The year has been notable for the interest taken by employers, workers and the general public in training for the types of employment offered by the changing economy, and for the action taken to make such training available to all persons for whom it is suitable.

Technical and Vocational Training Agreement

All provinces have signed the new Technical and Vocational Training Agreement, which was developed to carry out the provisions of the Technical and Vocational Training Assistance Act and is effective from April 1, 1961 to March 31, 1967. The various programs that the provinces are operating are described briefly below.

Except in the case of the Vocational High School program and the program for assistance to university students and nurses-in-training, which is known as Student Aid, federal assistance is no longer limited by a quota for each province and is subject only to the limit of funds voted annually by Parliament. The federal Government will reimburse the provinces for 75 per cent of their approved capital expenditures incurred by March 31, 1963 to provide training facilities. Reimbursement for capital expenditures incurred after that date will be at the rate of 50 per cent. The federal contribution toward the training of unemployed is raised from 50 to 75 per cent once the number of student training days in the year exceeds 7 per cent of the adult population of the province. The federal Government reimburses the provinces for the full cost of training provided for members of the Armed Services, and up to 100 per cent of the cost of training undertaken for a federal department or agency or for employment related to the activity that such an agency carries on. The federal contribution to other programs is at the rate of 50 per cent.

Whereas other programs provide for federal sharing in operating costs, the Capital Expenditures program provides for federal assistance towards the cost of

training facilities in the form of buildings and equipment for all types of technical and vocational training, including apprenticeship. In so far as possible, training facilities are developed with a view to their possible use for more than one program.

Capital Expenditures Program

(Tables 1 and 2)—During the year the provinces claimed \$17,901,465 of the \$216,091,195 of federal assistance approved for capital projects under the Agreement, as compared to claims of \$2,818,659 from the special allotment for capital expenditures under the Vocational and Technical Training Agreement No. 2 in the year 1960-61. These projects covered the building and equipping of new schools and institutes, as well as extensions and alterations to existing schools. The provinces have indicated that they will complete by March 31, 1963 nearly all of the projects approved by the Minister up to the end of the fiscal year, and that they will claim almost all of the remaining \$198,189,730 of federal assistance now approved in respect of these projects. In addition, the provinces have indicated that they will claim still further amounts next year in respect of other projects.

Table 1 shows that Ontario and Alberta have committed themselves for the most part to the provision of vocational high school facilities. In other provinces the emphasis has been on institutes of technology and trade schools or on adult vocational schools. Each province has been free under the Agreement to direct its assisted building program to meet its most pressing training requirements. As a particular need for one type of training facility is met, the province can turn its attention to other types. Long-term planning by the provinces embraces a variety of projects.

Program 1—Vocational High School Training (V.H.S.)

(Table 3)—During the year the federal Government contributed \$1,964,729.88 towards the provincial operating costs for vocational high school classes. The Agreement provides for federal sharing in the operating costs of courses in which at least one half of the school time is devoted to technical, commercial and other vocational subjects and which are designed to prepare students for entry into employment by developing occupational qualifications. The federal Government will contribute up to a total of \$15,000,000 to all provinces and territories over the six-year period April 1, 1961 to March 31, 1967, with a maximum contribution of \$3,000,000 in any one year.

This annual allotment of \$3,000,000 is apportioned to the provinces and territories. An initial allotment of \$30,000 is made to each province and \$20,000 to each of the Yukon and the Northwest Territories. The balance of the annual allotment is divided among the provinces and the territories on the basis of the ratio of the number of persons 15 to 19 years of age inclusive residing in each province to the total number of persons in such age group in Canada, as determined by the latest census. In no case will this contribution exceed 50 per cent of provincial costs, nor will any part of the contribution be used for capital expenditures. The federal contribution may be used to defray actual provincial operating costs

or for authorized provincial grants for operating costs of approved technical and vocational secondary school programs and courses.

Program 2—Technician Training Program

(Tables 4 and 5)—A federal contribution of \$3,351,895.85 was made this year towards the provincial costs of technician training at the post-high school level. Assistance is available for training that reaches an agreed standard of qualification in the principles of science or technology and other fields with emphasis on the application thereof, except where such training is designed for university credit. The program was designed to assist in relieving an acute and persistent shortage of technically trained people at the sub-professional level. Allowances may be provided to assist students in full-time training under this program.

Program 3—Trade and Other Occupational Training (T.O.)

(Table 6)—The federal Government contributed \$5,429,502.28 for sharing in provincial expenditures under the Trade and Other Occupational Training program to provide pre-employment training or retraining for persons over the compulsory school attendance age who have left elementary or secondary school and who require such training to develop or increase occupational competence or skills.

The program provides training for many workers in primary industry, and for others preparing for entry to apprenticeship or those requiring a knowledge of only certain aspects of a trade. As with the program of Training for the Unemployed, apprentices indentured and registered under provincial apprenticeship legislation receive their regular trade training under the Apprenticeship Training Agreement, rather than under this program. Program 3 instruction may be given in full-time, part-time, day or evening classes, by day or block release or by correspondence courses. Courses of training may be from a few days to two years in duration.

Program 4—Training in Co-operation with Industry (T.I.)

(Tables 7 and 8)—The program for Training in Co-operation with Industry for supervisors and for upgrading or retraining other persons employed by the industries concerned received federal assistance of \$31,176.79. This new program under the new Agreement was designed for particular application to employed workers in single industries or groups of industries. Provincial training authorities and the industries themselves join in arranging and financing the courses offered, and the federal Government shares the expenditures incurred by the provinces. Under the former agreements, supervisory training was a separate program. Facilities established for other programs were sometimes utilized for upgrading and retraining classes. The new Program 4 consolidates these previous training efforts and seeks to enlist the active participation of industrial groups.

For the past year the Branch has had the part-time services of a senior officer of one of the larger Canadian manufacturing concerns to contact industries and discuss their training needs. There has been increasing evidence of interest by industry in the program. Two new members of the Branch staff will devote their full time to this project.

Program 5—Training for the Unemployed (M)

(Tables 9 and 10)—Training was provided this year for 26,887 unemployed persons (20,306 men and 6,581 women) who were registered with the National Employment Service as unemployed. This is about two and a half times the number given training last year. All provinces participated in the program and all provinces gave sufficient days of training to qualify for reimbursement by the federal Government of 75 per cent of their training costs. The federal contribution for the year was \$3,941,585.23.

Trainees were selected jointly by provincial officials and the National Employment Service and were given short intensive courses of training for occupations that offered a reasonable opportunity for regular employment. A notable step this year was the development of courses of "basic training for skill development" that are making it possible for many persons of relatively low educational standing to prepare themselves for entry to vocational courses and, in many cases, to meet without further training the entry requirements imposed by employers.

Program 6—Training for the Disabled (R)

(Tables 11 and 12)—During the year 2,765 persons received training under the Training for the Disabled program, which provides for technical or vocational training, retraining or vocational assessment of any disabled person who, because of a continuing disability, requires training to fit him for employment in an occupation that is suitable in his case. Such disabled persons are selected for training by special committees representing provincial and federal governments, and the costs are shared equally between the federal Government and the province concerned. Federal expenditures on the program were \$368,186.13.

Training may be provided in regular provincial or municipal schools, in special schools established by the provinces for physically handicapped persons, in private trade schools, or by on-the-job training.

Program 6 forms a very important and necessary link in the chain of activities making up the complete rehabilitation program for physically handicapped persons. The program makes provision for vocational assessment of trainees to determine their aptitudes, interests and abilities, in preparation for training.

This is the only program providing for university training under the federal-provincial Technical and Vocational Training Agreement other than Student Aid and Technical and Vocational Teacher Training. Disabled persons have studied engineering, education, pharmacy, architecture and journalism.

Program 7—Training of Technical and Vocational Teachers (T.T.)

(Tables 13 and 14)—The federal Government contributed \$212,641.46 toward the provincial costs of operating programs for training occupationally competent persons as teachers, supervisors and administrators of technical or vocational training programs to be conducted in vocational schools, institutes or in industry. Financial assistance may be provided for students in full-time training under this program.

When plans by the provinces for the great current expansion of technical and vocational training facilities were first announced, it was expected that it would be difficult to staff the new institutions with competent personnel. It now appears that the growing demand for teachers and administrators will be met in all areas.

Program 8—Training for Federal Departments and Agencies (G)

(Table 15)—During the year the federal Government made contributions of \$26,833.26 to the program of Training for Federal Departments and Agencies. All but \$121.83 was for sharing in the costs of training programs in marine engineering and navigation in the provinces of Quebec and Ontario. Formerly the Department of Transport arranged and paid for these programs.

The Agreement provides for the federal Government to reimburse the provinces for the full amount of their expenditures for training provided in skilled, semi-skilled or other occupations for members of the Armed Services. It provides further for the federal Government to contribute up to 100 per cent of the cost of training programs operated by the provinces at the request of the Minister of Labour for employment in a federal Government department or for employment related to the activity carried on by such department or agency.

In the case of the classes for marine engineers and navigators, the majority of whom are not federal employees, the federal Government is assuming responsibility for 75 per cent of the training costs. Similar programs for marine personnel have now been established in Newfoundland, Nova Scotia and British Columbia.

The federal Government has set up an interdepartmental committee to study training needs of federal departments and agencies. The report of this committee with recommendations on apprenticeship and other programs for upgrading and retraining should be ready by the early fall of 1962.

In addition to this program, the Branch arranges with the provinces to engage instructors for schools operated by the Armed Services. There are 174 civilian teachers employed in such schools in Quebec, Ontario, Manitoba, Saskatchewan, Alberta and British Columbia. They are mainly academic teachers for soldier apprentice classes, language teachers in the language schools, and technical teachers in the various technical training establishments. They are all employed teaching enlisted personnel.

Program 9—Student Aid (S.A.)

(Tables 16 and 17)—During the year 4,116 university students and nurses-in-training were awarded outright grants, loans or a combination of both under

the Student Aid program. Since the inception of the program in 1939, 58,338 awards to students have been given.

Selection of candidates for this assistance is made by committees in each province and is on the basis of scholastic ability and financial need. Aid is given to university students in degree-granting courses other than theology, and to nurses-in-training in approved courses for professional nurses. The maximum that may be granted to any university student in one year is \$1,000; for nurses-in-training the maximum annual grant is \$200 per trainee. Partly because of the increasing numbers of candidates for aid and the fact that for the past seven years the amount of federal funds available for this program has been fixed, amounts allowed to individual students have been considerably less than the maximum amounts authorized.

Apart from this program, the federal Government shares under Program 2 in financial aid for students who are training as technicians, and under Program 7 in similar aid for technical and vocational teachers in training.

Technical and Vocational Correspondence Courses

One hundred and fourteen technical and vocational correspondence courses, prepared by various provincial governments, were made available across Canada during the year. Most recent reports indicated that about 8,000 persons were enrolled in these courses.

This program enables the federal Government to share with the provinces in the cost of preparing and revising vocational correspondence courses recommended by an interprovincial committee, provided that such courses are made available to all residents of Canada at the same fee as is charged in the author province.

A new catalogue listing and describing the courses now available is being prepared for early distribution to educational institutions and agencies and to interested individuals.

Apprenticeship Training Agreement

Training activity under the Apprenticeship Training Agreement has continued to increase. This Agreement, first entered into by the federal Government and the governments of the provinces in 1944, provides for the federal Government to share equally with the provinces in the costs of training programs for apprentices. This year the number of apprentices registered with the Departments of Labour of the provinces that have programs under the Agreement was 21,018, compared with 20,326 a year earlier. Training was given in more than 50 trades. Federal contributions to the program were \$2,160,853.59. (Tables 18, 19 and 20).

For some years the Branch, in co-operation with apprenticeship authorities in the provinces, has been active in the development of trade analyses, improved courses of study, teaching aids and interprovincial examinations, the purpose of which has been to raise the standards of instruction and attainment for apprentices to a consistently high level in all provinces. One prime objective, now achieved

in a few trades, has been to enable journeymen qualified by interprovincial examination to move more freely from one part of Canada to another in accordance with the demand for labour.

Up to this time analyses of 18 trades have been prepared. One of these analyses was completed during the year; two other new analyses were approaching completion. In the process of keeping these analyses abreast of changes in the trades, one analysis that had been prepared earlier was revised this year and revision of two other analyses was undertaken.

The first phase of a study to determine the elements of mathematics and science required in the various trades was completed.

Progress was made in the preparation of technical information sheets for use as teaching aids for the plumbing trade; 64 such sheets have been published to date.

Interprovincial examinations for five trades are now in use; the examinations for two of these trades were adopted by the provinces this year. Interprovincial seals have been awarded to 1,914 candidates to indicate their successful completion of the interprovincial examinations.

Advisory Bodies

In administering the Technical and Vocational Training Assistance Act, the Minister had the advice of the National Technical and Vocational Training Advisory Council, which met twice during the year. The Act provides that this body shall consist of 23 members to be appointed by the Governor in Council, one of whom shall be designated Chairman. The membership of the Council includes representatives of employers, employees, educators, agriculture, veterans and women's organizations. As the occasion demands, the Council appoints subcommittees to study matters and problems which are of special interest or concern. One such subcommittee has been making a continuing study of training for unemployed persons.

Two other committees, the Apprenticeship Training Advisory Committee, composed of a Chairman and 11 members representing the provinces, employers and organized labour, and the National Advisory Committee on Technological Education, with 11 members selected from technological institutions and associations and from industry, labour and governments, each met once during the year and reported to the Minister through the Advisory Council.

Another advisory body, the Interprovincial Technical and Vocational Correspondence Courses Committee, is made up of provincial representatives specializing in correspondence courses. This Committee, which advises on the preparation and revision of courses and other related matters, was not required to meet during the year.

TABLE 1—Technical and Vocational Training Agreement
Capital Projects Approved

Province	New School Facilities				Additions, Alterations and Equipment— Existing Schools				Total Estimated Cost \$	Estimated Federal Contri- bution \$
	Institute of Technology ¹	Trade School	Vocational High School	Student Places	Institute of Technology ¹	Trade School	Vocational High School	Minor less than \$10,000		
Newfoundland.....	1	11	—	3,470	—	—	—	1	19,979,039	14,984,877
Prince Edward Island.....	—	—	1	600	—	—	—	3	1,190,433	892,825
Nova Scotia.....	1	—	2	1,750	—	3	1	2	5,199,000	3,899,250
New Brunswick.....	1	2	—	2,165	1	2	—	7	4,178,272	2,928,328
Quebec ²	6	2	—	3,917	6	29	—	12	22,943,254	9,499,551
Ontario.....	—	3	124	78,640	5	5	52	8	229,829,114	149,243,243
Manitoba.....	1	—	—	1,920	—	4	8	41	4,618,874	3,284,798
Saskatchewan.....	—	—	—	554	1	1	3	—	1,879,187	740,850
Alberta.....	1	—	11	9,250	1	2	3	—	30,235,584	21,533,658
British Columbia.....	1	1	—	2,898	—	3	—	2	12,022,107	8,516,580
Yukon.....	—	1	—	144	—	—	—	—	754,980	567,235
Totals.....	12	20	138	105,308	14	49	67	76	332,829,844	216,091,195

¹ All the Institutes listed will offer Trade Training Courses with the exception of the British Columbia Institute of Technology.² Some of these schools were under construction when the Agreement became effective.

TABLE 2—Capital Expenditures—Payments

Province	Claims Paid in 1961-62 to April 30, 1962.		
	For Previous Year \$	For 1961-62 \$	Total Payments \$
Newfoundland.....	—	2,681,397.44	2,681,397.44
Prince Edward Island.....	8,567.87	71,510.12	80,077.99
Nova Scotia.....	—	433,112.34	433,112.34
New Brunswick.....	—	818,978.50	818,978.50
Quebec.....	—	1,508,969.37	1,508,969.37
Ontario.....	—	8,624,665.63	8,624,665.63
Manitoba.....	248.66	474,864.68	475,113.34
Saskatchewan.....	89,482.33	508,623.22	598,105.55
Alberta.....	—	1,778,410.69	1,778,410.69
British Columbia.....	—	876,792.82	876,792.82
Northwest Territories.....	—	—	—
Yukon.....	—	25,841.63	25,841.63
Totals.....	98,298.86	17,803,166.44	17,901,465.30

TABLE 3—Vocational High School Training—Payments
(V.H.S.) Program 1

Province	Federal Allotment \$	Claims paid in 1961-62 to April 30, 1962		
		For Previous Year \$	For 1961-62 \$	Total Payments \$
Newfoundland.....	111,600.00	—	16,682.94	16,682.94
Prince Edward Island.....	48,800.00	29,746.88	14,073.74	43,820.62
Nova Scotia.....	158,900.00	—	130,618.77	130,618.77
New Brunswick.....	137,700.00	—	137,700.00	137,700.00
Quebec.....	877,300.00	—	—	—
Ontario.....	823,800.00	—	823,800.00	823,800.00
Manitoba.....	168,300.00	5,075.79	168,387.50	173,463.29
Saskatchewan.....	186,400.00	—	186,400.00	186,400.00
Alberta.....	214,200.00	—	214,200.00	214,200.00
British Columbia.....	227,800.00	—	227,800.00	227,800.00
Northwest Territories.....	23,800.00	—	—	—
Yukon Territory.....	21,400.00	2,454.18	7,790.08	10,244.26
Totals.....	3,000,000.00	37,276.85	1,927,453.03	1,964,729.88

TABLE 4—Technician Training—Payments
(T) Program 2

Province	Claims paid in 1961-62 to April 30, 1962		
	For Previous Year \$	For 1961-62 \$	Total Payments \$
Nova Scotia.....	—	10,099.46	10,099.46
New Brunswick.....	—	6,319.38	6,319.38
Quebec.....	—	2,825,030.59	2,825,030.59
Ontario.....	—	258,231.62	258,231.62
Manitoba.....	—	142.12	142.12
Saskatchewan.....	—	72,052.95	72,052.95
Alberta.....	—	178,678.73	178,678.73
Northwest Territories.....	—	1,341.00	1,341.00
Totals.....	—	3,351,895.85	3,351,895.85

TABLE 5—Assistance to Trainees under Technician Training Program
(T) Program 2

Province	Amount Shareable by Federal Government \$	Accountancy	Aeronautical Engineering	Agricultural Technology	Aircraft Maintenance	Architectural Technology	Civil Engineering	Construction Technology	Drafting Technology	Electrical Technology	Electronics Technology	Engineering Technology	Industrial Technology	Laboratory Tech.	Land Survey Technology	Mechanical Technology	Merchandising Technology	Petroleum Technology	Radiology	Refrigeration & Appliances	Secretarial Science	Miscellaneous	Number of Awards		
																							Men	Women	Totals
New Brunswick.....	12,360	7		1						5	6	1			1	1	5			1		2	28	1	29
Quebec ²	391,530																					3,543	3,472	71	3,543
Ontario ²	43,575																					225	200	25	225
Saskatchewan	20,073	4			6		22				2	10				3					1		47	1	48
Alberta.....	19,432		4		6	5		1	6	2	17		16		3	2	2	7		2		18	85	6	91
Totals.....	486,970	11	4	1	12	5	22	1	6	7	25	11	16	4	10	2	7	1	2	1	3,788	3,832	104	3,936	

¹ Federal contributions in respect of awards shareable under Program 2 are reflected in payments to provinces as shown in Table 4.

² Details as to nature of courses taken by trainees in Quebec and Ontario are not available for the fiscal year 1961-62.

**TABLE 6—Trade and Other Occupational Training—Payments
(T.O.) Program 3**

Province	Claims paid in 1961-62 to April 30, 1962		
	For Previous Year \$	For 1961-62 \$	Total Payments \$
Newfoundland.....	6,318.96	29,058.93	35,377.89
Prince Edward Island.....	3,772.22	35,906.55	39,678.77
Nova Scotia.....	—	104,716.86	104,716.86
New Brunswick.....	225.58	189,793.30	190,018.88
Quebec.....	—	3,376,262.70	3,376,262.70
Ontario.....	—	292,512.66	292,512.66
Manitoba.....	1,524.45	64,571.12	66,095.57
Saskatchewan.....	—	157,988.18	157,988.18
Alberta.....	—	695,561.10	695,561.10
British Columbia.....	2,632.24	446,177.66	448,809.90
Northwest Territories.....	—	22,479.77	22,479.77
Totals.....	14,473.45	5,415,028.83	5,429,502.28

**TABLE 7—Training in Co-operation with Industry—Payments
(T.I.) Program 4**

Province	Claims paid in 1961-62 to April 30, 1962		
	For Previous Year \$	For 1961-62 \$	Total Payments \$
New Brunswick.....	—	6,991.00	6,991.00
Quebec.....	—	12,277.98	12,277.98
Ontario.....	—	2,457.81	2,457.81
Manitoba.....	—	999.88	999.88
Alberta.....	—	214.45	214.45
British Columbia.....	1,778.28	6,457.39	8,235.67
Totals.....	1,778.28	29,398.51	31,176.79

TABLE 8—Training in Co-operation with Industry—Enrolments
(T.I.) Program 4

Province	April 1, 1961 to March 31, 1962			
	Supervisory Training	Employed Workers		Total Enrolments
		Men	Women	
Newfoundland.....	—	—	—	—
Prince Edward Island.....	—	—	—	—
Nova Scotia.....	—	—	—	—
New Brunswick.....	—	51	146	197
Quebec.....	—	—	—	—
Ontario.....	244	—	—	244
Manitoba.....	—	—	—	—
Saskatchewan.....	—	—	—	—
Alberta.....	735	—	—	735
British Columbia.....	529	—	—	529
Totals.....	1,508	51	146	1,705

TABLE 9—Training of the Unemployed—Payments
(M) Program 5

Province	Claims Paid in 1961-62 to April 30, 1962		
	For Previous Year \$	For 1961-62 \$	Total Payments \$
Newfoundland.....	—	128,712.34	128,712.34
Prince Edward Island.....	18,405.62	10,254.50	28,660.12
Nova Scotia.....	—	314,250.92	314,250.92
New Brunswick.....	9,201.22	261,606.24	270,807.46
Quebec.....	314,731.92	614,905.61	929,637.53
Ontario.....	12,921.68	923,468.12	936,389.80
Manitoba.....	16,221.33	250,386.16	266,607.49
Saskatchewan.....	—	231,591.62	231,591.62
Alberta.....	—	235,374.53	235,374.53
British Columbia.....	118,549.05	480,553.87	599,102.92
Northwest Territories.....	—	450.50	450.50
Totals.....	490,030.82	3,451,554.41	3,941,585.23

**TABLE 10—Training of Unemployed—Enrolments
(M) Program 5**

Province	Full-time				Part-time		Total Enrolments	Days' Training
	In Training March 31, 1961		Apr. 1, 1961 to March 31, 1962		Apr. 1, 1961 to March 31, 1962			
	Men	Women	Men	Women	Men	Women		
Newfoundland.....	103	5	293	10	—	—	411	35,876
Prince Edward Is....	33	—	90	—	—	—	123	5,666
Nova Scotia.....	110	68	396	120	—	—	694	51,187
New Brunswick.....	146	57	2,625	315	—	—	3,143	100,361
Quebec.....	2,647	313	4,286	1,062	—	—	8,308	293,662
Ontario.....	310	27	5,258	1,749	—	—	7,344	310,294
Manitoba.....	496	183	1,035	369	—	—	2,083	128,552
Saskatchewan.....	193	142	585	248	—	—	1,168	63,842
Alberta.....	134	233	450	524	330	88	1,759	78,073
British Columbia....	199	364	587	704	—	—	1,854	154,048
Totals.....	4,371	1,392	15,605	5,101	330	88	26,887	1,221,561

**TABLE 11—Training of the Disabled—Payments
(R) Program 6**

Province	Claims Paid in 1961-62 to April 30, 1962		
	For Previous Year \$	For 1961-62 \$	Total Payments \$
Newfoundland.....	—	9,636.53	9,636.53
Prince Edward Island.....	—	1,249.13	1,249.13
Nova Scotia.....	—	43,169.65	43,169.65
New Brunswick.....	—	33,887.89	33,887.89
Ontario.....	34.50	192,919.29	192,953.79
Manitoba.....	1,708.20	35,099.60	36,807.80
Saskatchewan.....	—	31,594.55	31,594.55
Alberta.....	—	10,183.18	10,183.18
British Columbia.....	2,727.04	5,976.57	8,703.61
Totals.....	4,469.74	363,716.39	368,186.13

TABLE 12—Training of the Disabled—Enrolments
(R) Program 6

Province	In Training March 31, 1961		April 1, 1961 to March 31, 1962		Total Enrolment
	Men	Women	Men	Women	
Newfoundland.....	26	7	40	6	79
Prince Edward Island.....	2	2	3	4	11
Nova Scotia.....	51	18	85	28	182
New Brunswick.....	50	32	67	34	183
Quebec.....	—	—	602	492	1,094
Ontario.....	209	111	323	186	829
Manitoba.....	39	21	98	28	186
Saskatchewan.....	25	10	44	20	99
Alberta.....	15	9	11	13	48
British Columbia.....	11	2	27	14	54
Totals.....	428	212	1,300	825	2,765

TABLE 13—Training for Technical and Vocational Teachers—Payments
(T.T.) Program 7

Province	Claims paid in 1961-62 to April 30, 1962		
	For Previous Year \$	For 1961-62 \$	Total Payments \$
Newfoundland.....	—	325.00	325.00
Prince Edward Island.....	—	1,076.61	1,076.61
Nova Scotia.....	—	2,422.48	2,422.48
New Brunswick.....	—	8,742.99	8,742.99
Quebec.....	—	55,000.00	55,000.00
Ontario.....	45.77	129,749.71	129,795.48
Manitoba.....	—	3,598.69	3,598.69
Saskatchewan.....	—	113.21	113.21
Alberta.....	—	1,131.70	1,131.70
British Columbia.....	—	10,435.30	10,435.30
Totals.....	45.77	212,595.69	212,641.46

TABLE 14—Assistance to Trainees under Training Program for Technical and Vocational Teachers—(T.T.) Program 7

Province	Amount Shareable by Federal Government ¹ \$	Number of Awards		
		Trade Teachers	Technical Teachers	Totals
Nova Scotia.....	4,664.63	—	16	16
New Brunswick.....	20,800.00	—	45	45
Quebec.....	61,147.00	—	1,115	1,115
Manitoba.....	8,375.00	1	55	56
Totals.....	94,986.63	1	1,231	1,232

¹ Federal contributions in respect of awards shareable under Program 7 are reflected in payments to provinces as shown in Table 13.

TABLE 15—Training for Federal Departments and Agencies—Payments (G) Program 8

Province	Claims paid in 1961-62 to April 30, 1962		
	For Previous Year \$	For 1961-62 \$	Total Payments \$
Quebec.....	—	22,552.62	22,552.62
Ontario.....	—	4,158.81	4,158.81
Alberta.....	121.83	—	121.83
Totals.....	121.83	26,711.43	26,833.26

TABLE 16—Student Aid—Allotments and Payments (S.A.) Program 9

Province	Federal Allotment \$	Claims Paid in 1961-62 to April 30, 1962		
		For Previous Year \$	For 1961-62 \$	Total Payments \$
Newfoundland.....	8,000.00	—	8,000.00	8,000.00
Prince Edward Island.....	5,500.00	—	5,500.00	5,500.00
Nova Scotia.....	10,000.00	—	9,994.50	9,994.50
New Brunswick.....	15,000.00	—	—	—
Quebec.....	100,000.00	—	100,000.00	100,000.00
Ontario.....	100,000.00	—	100,000.00	100,000.00
Manitoba.....	7,500.00	—	7,500.00	7,500.00
Saskatchewan.....	30,000.00	—	30,000.00	30,000.00
Alberta.....	10,000.00	—	10,000.00	10,000.00
British Columbia.....	30,000.00	30,000.00	30,000.00	60,000.00
Northwest Territories.....	3,000.00	—	559.25	559.25
Yukon Territory.....	600.00	300.00	400.00	700.00
Totals.....	319,600.00	30,300.00	301,953.75	332,253.75

TABLE 17—Student Aid—Awards
(S.A.) Program 9

Province	Agriculture	Applied Science Engineering	Architecture	Arts	Arts and Science	Commerce Business Administration	Dentistry	Education Teacher Training English	Home Economics	Law	Medicine	Music	Pharmacy	Physical Education	Science	Veterinary Medicine	Miscellaneous	University Students		Nurses in Training	Totals
																		Men	Women		
Newfoundland.....	—	—	—	—	—	—	—	700	—	—	—	—	—	—	—	—	—	415	285	—	700
Prince Edward Island.....	1	5	—	12	—	2	—	—	1	—	3	—	—	—	14	1	1	33	7	—	40
Nova Scotia.....	1	4	—	21	—	3	—	3	2	—	4	1	—	—	18	—	—	29	28	—	57
New Brunswick.....	—	1	—	10	6	6	—	5	—	1	2	1	—	10	4	—	—	38	8	1	47
Quebec.....	—	396	—	—	—	—	—	—	—	—	—	—	—	—	429	—	—	823	2	—	825
Ontario.....	33	174	8	503	177	—	24	—	—	—	27	7	13	10	20	8	4	631	377	7	1,015
Manitoba.....	3	6	—	9	—	—	—	—	—	2	11	—	—	—	11	1	—	34	9	22	65
Saskatchewan.....	—	25	3	—	61	8	—	21	5	—	1	—	1	—	—	—	—	73	52	5	130
Alberta.....	—	4	1	—	26	1	3	32	—	1	1	—	5	—	1	2	1	42	36	34	112
British Columbia.....	17	86	4	—	473	39	35	254	11	25	72	10	19	8	4	11	25	688	405	32	1,125
Totals.....	55	701	16	555	743	59	62	1,015	19	29	121	19	38	28	501	23	31	2,806	1,209	101	4,116

TABLE 18—Apprentice Training—Allotments and Payments

Province	Claims paid in 1961-62 to April 30, 1962		
	For Previous Year \$	For 1961-62 \$	Total Payments \$
Newfoundland.....	28,579.13	66,556.71	95,135.84
Nova Scotia.....	—	102,035.08	102,035.08
New Brunswick.....	—	88,455.30	88,455.30
Ontario.....	465.81	564,538.92	565,004.73
Manitoba.....	9,444.13	104,985.25	114,429.38
Saskatchewan.....	15,938.97	130,659.92	146,598.89
Alberta.....	—	471,834.28	471,834.28
British Columbia.....	138,836.91	438,523.18	577,360.09
Totals.....	193,264.95	1,967,588.64	2,160,853.59

TABLE 19—Apprentice Training—Class Enrolments

	Part-time Classes		Full-time Classes				Correspondence Courses		Total Enrolment	Hours' Training Part-time Classes	Days' Training Full-time Classes
	In Training Mar. 31/61	Apr. 1/61 to Mar. 31/62	In Pre-apprenticeship Mar. 31/61	Apr. 1/61 to Mar. 31/62	In Training Mar. 31/61	Apr. 1/61 to Mar. 31/62	In Training Mar. 31/61	Apr. 1/61 to Mar. 31/62			
Province											
Newfoundland.....	471	314	70	54	102	163	194	81	1,449	19,230	8,952
Nova Scotia.....	221	388	29	100	65	245	25	—	1,073	45,484	21,822
New Brunswick.....	826	936	77	83	5	41	68	17	2,053	63,908	9,890
Ontario.....	—	—	—	—	778	2,657	—	—	3,435	—	107,354
Manitoba.....	—	268	39	63	177	942	19	5	1,513	12,627	31,263
Saskatchewan.....	—	—	25	—	220	931	—	—	1,176	—	30,315
Alberta.....	—	—	—	—	701	3,760	—	—	4,461	—	107,930
British Columbia.....	221	1,938	191	347	52	570	4	—	3,323	119,618	59,593
Totals.....	1,739	3,844	431	647	2,100	9,309	310	103	18,483	260,867	377,119

**TABLE 20—Apprentices Registered with Provincial Departments of Labour
As of March 31, 1962**

	<i>Nfld.</i>	<i>N.S.</i>	<i>N.B.</i>	<i>Ont.</i>	<i>Man.</i>	<i>Sask.</i>	<i>Alta.</i>	<i>B.C.</i>	<i>Total</i>
Aeronautical Mechanics.....	—	34	—	—	—	—	—	—	34
Auto-Body and Fender Repair Men.....	77	95	103	—	68	54	268	72	737
Barbers.....	—	—	—	47	—	27	—	50	124
Blacksmiths.....	—	—	—	1	1	—	—	—	2
Boiler Shop Workers.....	—	6	—	1	—	—	—	14	21
Boat Builders.....	—	—	—	—	—	—	—	33	33
Bricklayers.....	5	37	20	80	99	44	63	14	362
Cabinet Makers.....	—	—	1	4	—	—	—	—	5
Carpenters.....	123	127	157	242	193	232	243	247	1,564
Cooks.....	—	—	—	15	—	—	38	—	53
Diesel Elect. Engineers.....	27	—	—	—	—	—	—	—	27
Draftsmen.....	—	3	7	26	—	—	—	—	36
Electrical Construction Workers.....	173	149	178	853	361	207	686	287	2,894
Electrical Maintenance.....	—	47	30	115	11	—	—	—	203
Glass Workers.....	—	—	—	—	—	—	—	14	14
Hairdressing and Beauty Culture.....	—	—	—	628	—	26	—	63	717
Instrument Makers.....	1	—	15	25	—	—	—	21	62
Iron Workers.....	—	—	—	2	—	—	—	—	2
Jewellery and Watch Repair..	—	—	—	8	—	—	—	11	19
Lathers.....	—	—	—	49	22	—	3	—	74
Linemen: Hydro.....	—	44	75	—	—	—	35	—	154
Linemen: Telephone.....	—	—	—	—	—	—	27	19	46
Machinists.....	17	61	27	89	28	—	56	156	434
Heavy Duty Mech.....	—	—	1	—	—	—	187	109	297
Knitting Machine Operators..	—	—	—	2	—	—	—	—	2
Millworkers (Factory Woodworkers).....	—	—	4	7	23	—	—	—	34
Millwrights.....	4	—	70	28	—	—	10	41	153
Motor Vehicle Repair.....	219	162	347	3,500	475	340	1,276	253	6,572
Moulders.....	—	—	—	1	—	—	—	24	25
Office Machine Mechanics	—	—	—	—	—	—	—	9	9
Painters and Decorators.....	—	—	8	62	124	32	59	35	320
Pattern Makers.....	—	2	1	3	—	—	—	8	14
Plasterers ¹	—	—	—	83	48	—	39	30	200
Plumbers and Pipefitters.....	132	114	168	746	277	216	461	183	2,297
Printers.....	—	—	6	7	—	—	—	21	34
Radio (Maintenance and Repair Men).....	—	—	—	3	—	45	108	—	156
Refrigeration Workers.....	—	—	—	28	21	—	52	16	117
Sheet Metal Workers.....	4	68	39	433	114	117	265	115	1,155
Ship Fitters and Shipwrights..	—	17	—	4	—	—	—	—	21
Sign Painters.....	—	—	—	—	—	—	—	16	16
Stationary Engineers.....	217	—	49	—	—	—	—	—	266
Steamfitters.....	—	30	—	254	97	—	422	30	833
Steel Fabrication Workers.....	—	10	—	—	—	—	—	25	35
Switchboard Operators.....	—	—	15	—	—	—	—	—	15
Tilesetters ²	—	—	—	—	26	—	16	—	42
Welders.....	5	—	62	15	—	65	518	43	708
Miscellaneous.....	27	11	—	16	—	—	—	26	80
Totals.....	1,031	1,017	1,383	7,377	1,988	1,405	4,832	1,985	21,018

¹ Included with bricklayers in New Brunswick
Included with bricklayers in British Columbia

International Labour Organization

The Department of Labour serves as the official link between the International Labour Organization and Canada. The ILO Branch co-ordinates all work relating to the ILO in Canada: within the Department and other federal government departments, particularly the Department of External Affairs, with the ten provincial governments, with the major employer and worker organizations, and with the general public. The Branch arranges for Canadian delegations (government, employer and worker representatives) to international labour conferences and committee meetings. The Branch also takes the lead in preparing the briefing instructions for the government delegates to ILO meetings. After consultation with federal and provincial departments and agencies, and with the major employer and worker organizations, reports are prepared under the supervision of the Branch in reply to ILO inquiries on a wide variety of labour matters. In addition, annual and periodical reports are prepared relating to the application of ILO Conventions and Recommendations. These annual and periodical reports, in addition to ILO reports and studies on various labour problems of current international interest, are distributed to the provincial departments of labour and the major employer and worker organizations.

DURING the year the Branch completed arrangements for Canadian tripartite participation at the following ILO meetings (listed in chronological order): 7th Regional Conference of American States Members; 7th session of the Inland Transport Committee; 149th session of the Governing Body; 45th session of the International Labour Conference; 150th session of the Governing Body; 151st session of the Governing Body.* All of these meetings were in Geneva except the 7th Regional Conference, which was in Buenos Aires.

Discussions at the Conference

The 45th session of the International Labour Conference was held in Geneva, Switzerland, June 7 to 29, 1961, and was attended by more than 1,000 delegates, advisers and observers from 94 member countries and four territories. Ministers of Labour of 42 countries were present. The Canadian government delegates were Gordon G. Cushing, Assistant Deputy Minister of Labour, and Paul Goulet,

*Detailed information on these meetings was carried in *The Labour Gazette*

The ILO

Established in 1919, the International Labour Organization became in 1946 a Specialized Agency of the United Nations and now has 102 member nations. Tripartite delegations, consisting of government, employer and worker representatives, participate in ILO conferences and programs. The Governing Body is the executive council of the Organization.

The yearly sessions of the International Labour Conference form a world assembly for discussion of labour and social problems, and Conference decisions are formulated in Conventions, Recommendations and Resolutions. There are also various regional conferences, industrial committees and other special meetings to consider the current problems of particular regions, industries and occupations. The International Labour Office comprises the secretariat, which provides on request, expert assistance and advice to member countries on manpower and technical assistance projects. The research facilities, labour library and wide range of publications of the Office are also available to member states.

Canada has participated in the work of the ILO since its establishment, and is one of the ten countries of chief industrial importance that are permanent members of the Governing Body. Canada sends tripartite delegations to the annual Conference and to sessions of the industrial committees, which meet periodically to discuss special problems in the following industries: building, civil engineering and public works; chemical industries; coal mines; inland transport; iron and steel; metal trades; petroleum; and textiles. Canada has sent representatives in recent years to ad hoc meetings concerning such industries as mines other than coal mines, timber and civil aviation, and such occupations as teaching and nursing. In addition, there were Canadian members on various ILO advisory bodies.

Canada aids the Technical Assistance Program of the ILO by providing experts in various types of industrial training for service in developing countries, and by arranging training courses in Canada for selected persons from such countries.

The ILO continues to expand its International Labour Code, which now comprises 116 Conventions and 115 Recommendations. By March 31, 1962 the Conventions have received 2,500 ratifications by member states.

Assistant to the Deputy Minister and Director of the ILO Branch. The Canadian employer delegate was T. H. Robinson, Manager, Industrial Relations, Canadian International Paper Company, Montreal, and the worker delegate was S. H. Knowles, Executive Vice-President, Canadian Labour Congress, Ottawa.

The Conference adopted a Convention concerning the partial revision of the Conventions adopted by the General Conference of the International Labour Organization at its first 32 sessions. The purpose of the Convention was to standardize the provisions regarding the preparation of reports by the Governing Body of the ILO on the working of Conventions. A Recommendation was adopted concerning workers' housing. The Conference took preliminary action toward final discussion next year of three other instruments: a Convention and a Recommendation concerning equality of treatment of nationals and non-nationals in social security, and a Recommendation on vocational training. Because of lack of a quorum during the final record vote, another draft Recommendation, on reduction of hours of work, failed of adoption; therefore, the Governing Body decided to place this subject on the agenda of the 46th session of the International Labour Conference, in June 1962, for third discussion.

The Conference adopted Resolutions on the two items for general discussion: employment problems and policies, and the role of the ILO in the promotion of economic expansion and social progress in developing countries. The Conference also adopted Resolutions concerning hours of work in agriculture; hours of work in maritime fishing; hours of work in maritime transport; publication of information on hours of work; international action in the field of workers' housing; the placing on the agenda of the next Ordinary Session of the Conference of the question of vocational training; the placing on the agenda of the next Ordinary Session of the Conference of the question of equality of treatment of nationals and non-nationals in social security; the ratification and application of the Social Security (Minimum Standards) Convention, 1952; freedom from hunger; holidays with pay; problems of older workers; the development of the regional activities of the ILO; freedom of association and protection of the rights to organize; and a resolution calling for the withdrawal of the Republic of South Africa from membership of the ILO because of the *apartheid* (racial discrimination) policy practised by its Government.

A total of 205 speakers (including Ministers of Labour, Government, Employer and Worker delegates, and observers) took part in the discussion on the Director-General's Report, which was mainly devoted to the subject of youth and work.

At this session the ILO's 1962 budget, totalling \$U.S.11,618,838.00 was approved. Of this, Canada's assessment, calculated at the rate of 3.4 per cent, amounts to a net contribution of \$U.S.376,902.00.

Governing Body

During the year the Governing Body* held three sessions, at which it discussed the agendas and conclusions of various ILO meetings, action to be taken on the recommendations of such meetings, decisions of various Governing Body Committees (such as those on Freedom of Association, Improvement of Conference Procedures, Operational Programs, International Organizations, Standing Orders and Application of Conventions and Recommendations), reports received from member countries on labour legislation, financial and administrative questions, development of technical assistance projects and programs, and other related matters.

At the 149th session (May-June 1961) S. Merani of India was elected Chairman of the Governing Body for one year. A Commission of Inquiry was set up (for the first time in ILO history) to investigate charges of the Government of Ghana that forced labour existed in the African colonies of Portugal; the report of this Commission was discussed and adopted at the 151st session (March 1962).

At the 150th session (November 1961) the Governing Body discussed the measures required to combat discrimination in employment and occupation by the improved implementation of the Discrimination Convention adopted by the 1958 Conference, including an educational and promotional campaign. During consideration of various Resolutions adopted at the 1961 Conference, the Gov-

* As mentioned previously, Canada has a permanent government seat on the Governing Body. The Canadian government representative is George V. Haythorne, Deputy Minister of Labour.

erning Body decided to send to the South African Government the Resolution requesting that Government to withdraw from the ILO until it abandoned its racial discrimination policy. The Director-General, David A. Morse, made a statement announcing his resignation after 13 years in the post.

At the 151st session (March 1962) the Governing Body approved revised 1963 budget estimates of a record \$13,606,359, for approval by the 1962 Conference. After Mr. Morse indicated that he had reversed his decision to resign as Director-General, he was re-elected to the post for a further five-year term from 1963. The Governing Body approved the program of the International Institute for Labour Studies for the balance of 1962 and for 1963, including its first course (September-December 1962) on the theme "The Labour Force and Its Employment." It was decided to arrange a thorough independent survey of the ILO staff and structure including branch offices, and the Director-General was authorized to continue study and consultations on proposals to set up an ILO Advanced Training Centre at Turin, Italy.

Other Meetings

The Seventh American Regional Conference of ILO Member States, held in Buenos Aires in April 1961, considered four subjects:

- I. Report of the Director-General on "Economic Growth and Social Policy".
- II. Social security for migrant and non-national workers.
- III. Vocational training.
- IV. Conditions of agricultural workers.

The Canadian tripartite delegation was headed by W. R. Dymond, Director of the Economics and Research Branch (now Assistant Deputy Minister), Department of Labour, Ottawa. After discussing the first item, the Conference adopted unanimously the Declaration of Buenos Aires urging all international organizations to co-operate in achieving economic development and social progress in the Americas, and emphasizing the need "for all social and economic policy to be based on free democratic government, respect for personal freedom and freedom of association, the promotion of a climate favourable to investment, respect for property and the abolition of privileges." This was supplemented by twelve Resolutions on various phases.

The seventh session of the Inland Transport Committee (May 1961) studied conditions of work of railwaymen, social consequences of changing methods and techniques in railways and road transport, action taken on the Resolutions of previous sessions, and recent developments in inland transport. The Canadian tripartite delegation was headed by G. R. Currie, Industrial Relations Branch, federal Department of Labour, Vancouver.

Operational Activities

During the year the ILO expanded its various operational programs, mainly for the benefit of the developing regions in Asia, Africa and Latin America. Technical

assistance expenditures under the ILO regular budget grew from \$336,000 in 1960 to \$466,000 in 1961 (for 66 projects); and \$656,000 is budgeted for 1962.

During 1961-62 the ILO will also supervise expenditures of more than \$8 million on field projects in 79 countries under the U.N. Expanded Program of Technical Assistance. In addition, under the U.N. Special Fund the ILO is the executive agency for expenditures of nearly \$23 million on long-term projects, of which 13 were under way in 1961 and 31 will be in operation during 1962.

For all its projects, the ILO recruited 386 experts in 1961, and the number will rise sharply in 1962.

During the year, S. B. Ericsson, of Montreal, completed a productivity mission in Egypt, and G. Davidson, of Toronto, a management development and productivity mission in East Pakistan. The following carried out short-term missions; Kingsley Kay, of Ottawa, (Malaya, industrial hygiene), and Bernard Wilson, of Ottawa (Malaya, industrial disputes seminar). An increased number of Canadian experts began ILO missions—H. J. Elliott, of Toronto (Israel, instructor training), C. Bennet, of Vancouver (Nigeria, co-operative education), G. A. Henderson, of Vancouver (Ghana, vocational training), N. Champagne, of St. Casimir, Que. (Central African Republic, co-operative education and training), J. V. Morin, of Montreal (Senegal, workers' education), P. Casselman, of Ottawa (Cameroun, manpower survey), and J. E. Andoff, of Hamilton (Cameroun, occupational information).

Two ILO Fellowship Students from Iraq completed training in co-operative education in Canada in June 1961. Two others from Jamaica and Trinidad received a training course in employment information in the Department of Labour. Three trainees from Turkey took a course under ILO sponsorship in the establishment of manufacturing facilities for fluorescent lamps.

Administrative Services Branch

The Branch is responsible for providing administrative services to all operating units of the Department. It is also responsible for the preparation of the estimates of the financial needs of the Department and for the allotment of premises. The Director of the Branch also acts as financial adviser to the Deputy Minister and is the senior personnel officer of the Department. In carrying out its functions the Branch maintains close liaison with the Civil Service Commission, the Treasury Board, the Department of Public Works and the Office of the Comptroller of the Treasury. The Branch comprises eight divisions—Accounts, Records, Equipment and Supplies, Library, Mechanical Tabulation, Personnel, Publications and the Stenographic Pool.

Accounts Division

THE Accounts Division acts as a central clearing centre in the processing for cheque issue all accounts emanating from the various departmental branches. These include such items as travelling expense claims, miscellaneous accounts covering the supply of goods and services as well as claims from the provinces relative to the administration of various federal-provincial cost-sharing agreements. A control of commitments is maintained against the various departmental appropriations through the release of financial encumbrances. During 1961-62 an estimated 8,000 requisitions for cheque issue were cleared through this Division. Statements showing the expenditures made during the year under the various appropriations and by objects of expenditure appear in a separate section of this report on pages 10 and 11.

Records Division

The Records Division consists of one main registry and three sub-registries. It maintains files and records for all branches of the Department except the Annuities Branch, which has its own registry. The Division carries on a continuous file screening process and during the year received and catalogued 17,875 files from all sections of the Department. Approximately 44,000 files were transferred to the Public Records Centre for safekeeping.

Equipment and Supplies Division

The Equipment and Supplies Division deals with the procurement, storing and issuing of the printing, stationery, equipment and furniture required for the administration of the Department. It maintains control accounts for all items of stationery, supplies, equipment and furniture and a physical inventory is

taken annually. The value of stationery and supplies on hand as of March 31, 1961 was \$60,234. It processed nearly 2,000 procurement orders and filled approximately 8,000 Branch requisitions for stationery and supplies, etc.

It is also the responsibility of this Division to maintain mail and messenger services to all Branches in Ottawa, which are located in nine different buildings. During the year more than 1,251,000 pieces of mail were received from the Post Office and distributed within the Department, and more than 1,886,000 pieces of outgoing mail were handled.

Library

The Library, set up originally for the use of departmental officials in 1900, has grown to be one of the most complete labour libraries in Canada. It serves as a source of information and as a lending library for other departments as well as for employers, unions, students and the general public.

During the year the Departmental Library added 2,367 volumes to its collection. Three hundred and fifty-six of these volumes were distributed for use in branch libraries. Several important reference books and indexes including Public Affairs Information Service volumes were added to the reference collection of the Economics and Research Branch. A gift of approximately 60 surplus volumes was made to the Department of External Affairs for distribution to Indore, India, to assist in the establishment of a library in the Workers' Educational Centre of that city. Five bulletins were issued to departmental officials informing them how the Library can assist them with reference material. Bibliographies on various topics were prepared during the year. The regular monthly list of new titles added to the Library shelves continued to appear in *The Labour Gazette*.

Mechanical Tabulation Division

This is a punch card machine installation for processing and tabulating statistical and financial data for all branches of the Department, particularly for the Economics and Research, Annuities and Civilian Rehabilitation Branches. Assignments are also carried out for the Unemployment Insurance Commission.

During the year over 83 million cards were processed, an increase of 18% from last year. The substantial increase in production was almost entirely due to the conversion of Annuities Branch accounting processes to a punch card system, which began in April 1961. The conversion work progressed through the fiscal year and is expected to be completed in 1963.

Personnel Division

The Personnel Division provides services to the branches and to individual employees with respect to policy, legislation and regulations. It conducts promotional competitions, reviews establishments and arranges training programs for staff development.

In 1961-62 the establishment of the Department provided for 652 positions—26 more than in the previous year. Because of new legislation, additional staff was needed in several of the branches.

During the year 126 persons were appointed to the Department and 78 left, nine of whom were retired on superannuation, 18 were transferred to other departments, and 51 left the Public Service.

Publications Division

This Division is responsible for the distribution of departmental publications, for liaison with the Queen's Printer on production of reports and publications and for all duplicating work required by the Department. It also acts in an advisory capacity to the departmental branches on printing processes.

Stenographic Pool

This Division provides general stenographic and typing services for the Department as a whole but more particularly for the branches in the uptown area, and is used as a training ground for senior stenographers and secretaries.

Unemployment Insurance Commission

National Employment Service

A CLOSE working relationship is maintained between the Unemployment Insurance Commission and the Department of Labour in the development of policies and programs particularly in the manpower field.

These programs, which are dealt with in other sections of the Annual Report, include seasonal and area unemployment, the older worker employment problem, industrial training, rehabilitation of the disabled, problems peculiar to women's employment, professional manpower, special employment problems of the primary industries, veterans' reinstatement in civil employment, employment on defence establishment, and manpower and social security research.

The Department is most appreciative of the close co-operation and assistance which the Commission, its officers and staff, have extended to the Department in these areas of common interest and endeavour.

Detailed information is published in the Annual Report of the Unemployment Insurance Commission.

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DEPARTMENT OF LABOUR, CANADA

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**ANNUAL
REPORT**

FOR THE FISCAL YEAR ENDED MARCH 31

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DEPARTMENT OF LABOUR, CANADA

ANNUAL REPORT

FOR THE FISCAL YEAR ENDED MARCH 31

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THE QUEEN'S PRINTER AND CONTROLLER OF STATIONERY



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QUEEN'S PRINTER AND CONTROLLER OF STATIONERY
OTTAWA, 1963

Printed in Canada

Price 35 cents

To His Excellency,

*Major General Georges P. Vanier, D.S.O., M.C., C.D.,
Governor General and Commander-in-Chief of Canada.*

May It Please Your Excellency:

The undersigned has the honour to forward to Your Excellency the accompanying Report of the Deputy Minister on the work of the Department of Labour for the fiscal year ended March 31, 1963, all of which is respectfully submitted.

ALLAN J. MACEACHEN,
Minister of Labour.

TO THE HONOURABLE ALLAN J. MACEachEN,
MINISTER OF LABOUR.

*Sir, I have the honour to submit a Report of the work of
the Department of Labour for the fiscal year ended March 31,
1963.*

Respectfully submitted,

GEORGE V. HAYTHORNE,
Deputy Minister of Labour.

Department of Labour

Minister of Labour	Hon. Allan J. MacEachen
Deputy Minister	George V. Haythorne

Principal Officers

Assistant Deputy Ministers	Gordon G. Cushing
	W. R. Dymond
Special Assistant to Deputy Minister	Paul Goulet
Executive Assistant to Deputy Minister	Raymond Ranger
Director of Annuities	C. R. McCord
Director of Economics and Research	J. P. Francis
Director of Information and Publicity	G. G. Blackburn
Director of Vocational Training	C. R. Ford
Director of Industrial Relations	Bernard Wilson
Director of Administrative Services	P. R. Parent
Editor, <i>Labour Gazette</i>	W. S. Drinkwater
Director of Labour Legislation	Miss E. Lorentsen
Director of Accident Prevention and Compensation	J. H. Currie
National Co-ordinator, Civilian Rehabilitation	Ian Campbell
Solicitor	W. B. Davis
Director of Special Services	F. M. Hereford
Director of Women's Bureau	Miss M. V. Royce

DEPARTMENT OF LABOUR

The Department of Labour was established by The Conciliation Act, 1900 (S.C., 1900, Chap. 24—now the Department of Labour Act, R.S.C., 1952, Chap. 72). Under this Act the Department is authorized to collect, digest, and publish in a suitable form, statistical and other information relating to the conditions of labour, to institute and conduct inquiries into important industrial questions, and to issue *The Labour Gazette*. At the present time the Department administers 13 Acts (see page x).

The Department consists of the following branches: Accident Prevention and Compensation, Administrative Services, Annuities, Civilian Rehabilitation, Economics and Research, Industrial Relations, Information, International Labour Organization, Labour Gazette, Legislation, Special Services, Technical and Vocational Training, and the Women's Bureau.

To emphasize the positive work of accident prevention in the Public Service, the Government Employees Compensation Branch has been renamed the **Accident Prevention and Compensation Branch**. The encouragement of accident prevention activities and the establishment of effective safety programs throughout the Public Service is authorized by Section 13 of the Government Employees Compensation Act. The Act provides for workmen's compensation to employees of the federal Public Service in much the same way as it is available to the employees of private industry. The adjudication and payment of federal employees' claims are carried out by the provincial workmen's compensation authorities. The Branch facilitates the processing of these claims, maintains liaison with employing departments and Crown agencies as well as with the provincial boards, and generally oversees the application of the statute. Under a long-standing arrangement the provincial boards are regularly reimbursed for the awards of compensation that they make on behalf of federal employees, and a proportionate share of their administration expenses is paid.

Under the provisions of the Merchant Seamen Compensation Act, compensation is provided to certain seamen for accidents arising out of and in the course of their employment, and to the dependants of these seamen who lose their lives as a result of such accidents. Pilots, apprenticed pilots, and fishermen are not included, nor are any seamen or their dependants who are entitled to claim compensation under any provincial workmen's compensation law or the Government Employees Compensation Act. The benefits and rates of compensation provided by the Merchant Seamen Compensation Act are approximately those established by the Workmen's Compensation Acts of the Atlantic provinces. The shipping companies are required to cover by insurance their risks of compensation arising under the Act. Each company pays an annual registration fee and, for administration purposes, an amount per claim determined on the year's experience.

The **Administrative Services Branch** is responsible for providing administrative services to all operating units of the Department. It is responsible also for the preparation of the estimates of the financial needs of the Department and for the allocation of premises. The Director of the Branch acts as financial adviser to the Deputy Minister and is the senior personnel officer of the Department. In carrying out its functions the Branch maintains close liaison with the Civil Service Commission, the Treasury Board, the Department of Public Works and the Office of the Comptroller of the Treasury. The Branch comprises eight divisions—Accounts, Records, Equipment and Supplies, Library, Mechanical Tabulation, Personnel, Publications and the Stenographic Pool.

The **Annuities Branch** administers the Government Annuities Act, which provides for the sale of deferred and immediate annuities to Canadians either individually or as group pensions. The guiding principle of the Government Annuities program was stated in the preamble to the original Act of 1908: "Whereas it is in the public interest that habits of thrift be promoted and that the people of Canada be encouraged and aided thereto so that provision may be made for old age; and whereas it is expedient that further facilities be afforded for the attainment of the said objects . . ." The sale of annuities began on September 1, 1908.

The Civilian Rehabilitation Branch administers the provisions of the Vocational Rehabilitation of Disabled Persons Act, which went into effect on April 1, 1962. Under this legislation the Branch co-ordinates the activities of federal government departments and assists provincial governments, as required, in the establishment, development and operation of a national rehabilitation program for disabled persons. It collects and disseminates information regarding vocational rehabilitation methods and services and maintains liaison with provincial authorities, voluntary agencies and professional associations regarding rehabilitation services for the disabled. The Division on Older Workers is responsible for the development and co-ordination of departmental activities designed to alleviate the difficulties of older workers in securing employment.

The Economics and Research Branch serves as a central agency to survey and analyze economic and social trends as they involve the labour force of Canada. Within the scope of its activity is the study of wages and working conditions, union organization, collective bargaining, employment and unemployment, particular occupations, and the training and utilization of manpower. The findings of its surveys and the analyses of basic studies are reported to the Government, to the International Labour Office, to other organizations and to the general public. The activities of the Branch are divided into three broad categories and these are dealt with by the three Divisions: Labour-Management, Employment and Labour Market, and Manpower Resources. Each Division performs the dual function of compiling basic information within its own field of operation and conducting research dealing with the numerous labour problems which arise in the Canadian economy.

The Industrial Relations Branch is charged with the administration of five Acts: the Industrial Relations and Disputes Investigation Act, Fair Wages and Hours of Labour Act, the Annual Vacations Act, the Canada Fair Employment Practices Act, and the Female Employees Equal Pay Act. Under these Acts the function and activities of the Branch are many and varied, and include the appointment, in labour-management disputes, of conciliation officers, conciliation boards and industrial inquiry commissions; the investigation of complaints of unfair labour practices, refusals to bargain, and violations of labour legislation; the processing of applications for certification and decertification of trade unions and the conducting of representation votes; the determination of wage rates and hours of work in federal government contracts for construction or supplies; and the prevention of discrimination in employment based on race, national origin, colour or religion. The Branch is also responsible for wage surveys in order to make wage recommendations for prevailing rate employees of the Federal Government, and for services in connection with the establishment and functioning of labour-management committees. The Branch serves as the administrative agency of the Canada Labour Relations Board.

The Information Branch provides a wide variety of information, publicity and promotion services for the Department and associated agencies, including the National Employment Service and the Canada Labour Relations Board, in line with the Department's policy of keeping the public and the press fully informed on the legislation it administers and on all federal activities in the labour field. In carrying out its promotional activities the Branch uses all media and publicity outlets, including newspapers, magazines, radio, television, films, direct mail, posters, billboards and transit advertising. It creates almost every form of advertising and publicity material to cover these media, from newspaper cartoons to film scripts. The Branch is also required to carry on systematic liaison with industrial groups involved with departmental promotional programs.

The Department of Labour was designated as the official link between Canada and the International Labour Organization, and **the ILO Branch** was set up to be responsible for international labour affairs within the Department. It also co-ordinates with other federal departments concerned, the provincial governments, the major employer and worker organizations, and the general public all work relating to the ILO. The Branch arranges for tripartite Canadian representation (government, employer and worker) at international labour conferences and committee meetings, and for briefing of the government delegates to such meetings. Subsequently the Branch follows through with reporting, referral to Parliament and the provinces and other departments, and possible ratification of Conventions. After appropriate consultations

with federal and provincial departments and agencies and employer and worker organizations, the Branch supervises the preparation of reports in reply to ILO inquiries on a wide range of labour and social matters. Some of these are annual and periodical reports on the application in Canada of ILO Conventions and Recommendations; copies of these, in addition to ILO publications of current interest, are distributed to the provincial departments of labour and the major employer and worker organizations.

The Labour Gazette Branch publishes, by authority of Parliament (Sec. 4, Department of Labour Act, R.S.C. 1952, c. 72), *The Labour Gazette*, the official journal of the Department, now in its 63rd year of publication. Produced in both English and French editions, the journal's purpose is to disseminate accurate statistical and other information relating to the conditions of labour. The Branch also supervises the Department's press clipping service.

The Legislation Branch is a research branch engaged in the study of legislation, in Canada and other countries, concerning: the relations between employers and trade unions; minimum standards in such matters as wages, hours of work or annual vacations; rules governing the working environment for the protection of the employees' health and safety; compensation for accidents; training of apprentices and certification of tradesmen; and discrimination in employment on grounds of race, colour, religion or national origin. It is the function of the Branch to make comparative studies of the ways in which the legislative bodies in Canada have dealt with these subjects and, on occasion, to examine what other countries where conditions are comparable have done about them. Necessarily related is the study of the court cases in which such laws are interpreted, the representations made by labour and management organizations to governments to make changes in the laws, reports of administrative authorities on their operation, and inquiries of Royal Commissions or other bodies into their effectiveness.

The main responsibilities of the **Special Services Branch** are: participation in the campaign to stimulate winter employment, administration of the Municipal Winter Works Incentive Program, the Federal-Provincial Farm Labour Program, and the program of organized movements of workers between Canada and the United States.

The Technical and Vocational Training Branch administers the provisions of the Technical and Vocational Training Assistance Act (S.C. 1960-61 c. 6). It co-operates with provincial government departments, employers' organizations, organized labour, and federal government departments and agencies, including crown companies and the armed forces, in the promotion, organization and development of all types of publicly financed training programs deemed necessary to fit persons for employment or to upgrade workers in their present occupations.

The Women's Bureau was established in 1954 to bring about a wider understanding of the role and contribution of women in the labour force, to encourage general competence and occupational skills among women workers looking to the advancement of their opportunities in employment, and to promote working conditions conducive to human well-being and efficient production. The Bureau examines existing data and studies concerning women workers and stimulates additional research by the Department and other appropriate research agencies; assembles information concerning women's employment and makes it available in such a way as to foster an informed approach to related problems; ensures continuing interchange of information regarding women's work between the Department and other public and private agencies, including women's groups and employer and labour organizations; and advises the Department on programs affecting women workers and is available for consultation with other federal departments and provincial government agencies with respect to questions relating to women's work.

The Department of Labour maintains a close working relationship with the Unemployment Insurance Commission in the development of policies and programs, particularly in the manpower field. These programs include seasonal and area unemployment, the older worker employment problem, industrial training, rehabilitation of the disabled, problems peculiar to women's employment, professional manpower, special employment problems of the primary industries, veterans' reinstatement in civil employment, employment on defence establishment, and manpower and social security research. The Commission publishes its own Annual Report.

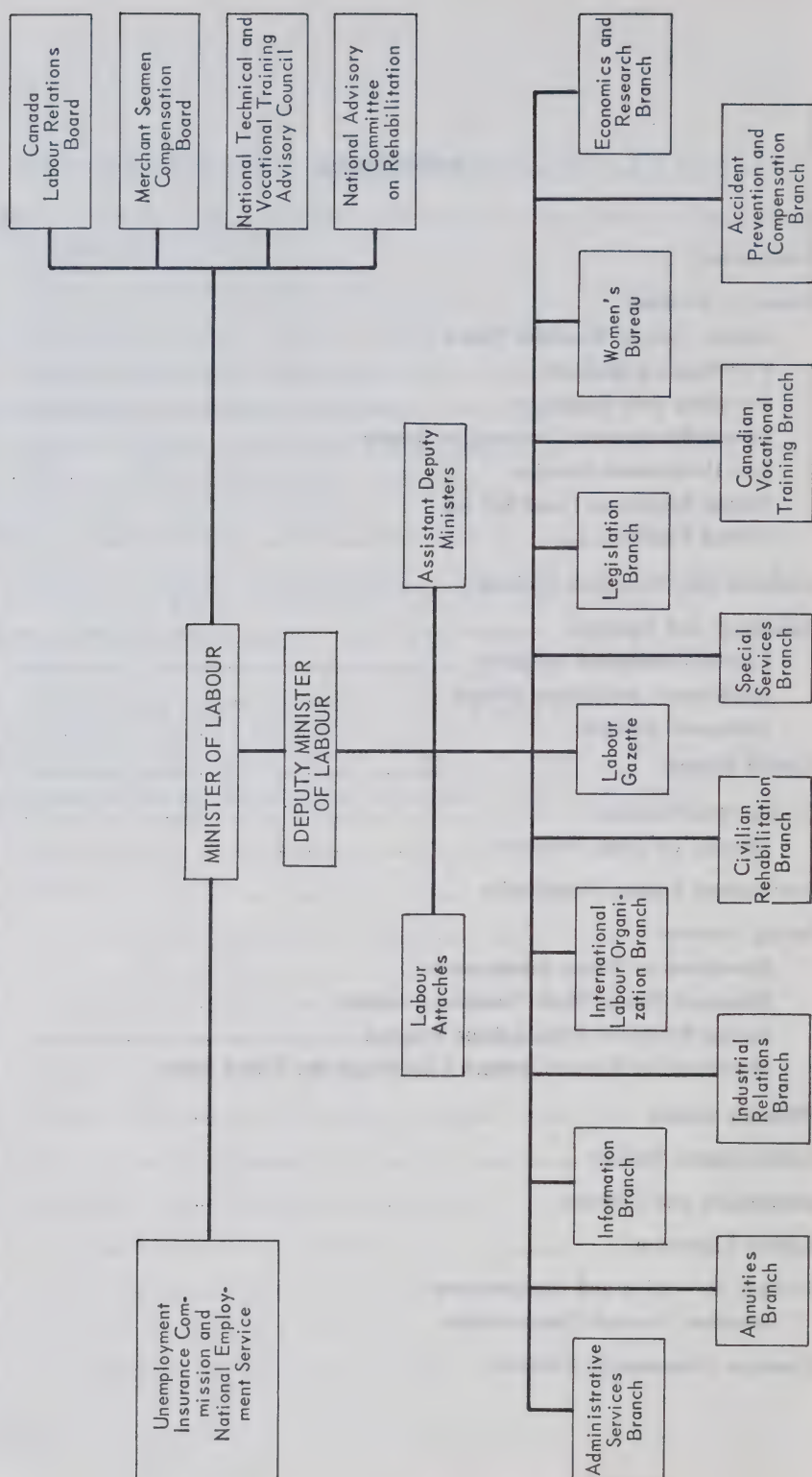
Acts Administered by the Department of Labour

- Industrial Relations and Disputes Investigation Act—Revised Statutes of Canada 1952, Chap. 152
- Fair Wages and Hours of Labour Act—R.S.C. 1952, Chap. 108
- Annual Vacations Act—Statutes of Canada 1957/58, Chap. 24
- Canada Fair Employment Practices Act—S.C. 1952/53, Chap. 19
- Female Employees Equal Pay Act—S.C. 1956, Chap. 38
- Government Annuities Act—R.S.C. 1952, Chap. 132
- Department of Labour Act—R.S.C. 1952, Chap. 72
- Technical and Vocational Training Assistance Act—S.C. 1960/61, Chap. 6
- Government Employees Compensation Act—R.S.C. 1952, Chap. 134, amended by R.S.C. 1952, Chap. 323; S.C. 1955, Chap. 33
- Merchant Seamen Compensation Act—R.S.C. 1952, Chap. 178, amended by S.C. 1952/53, Chap. 16; S.C. 1957, Chap. 9
- Conciliation and Labour Act—R.S.C. 1927, Chap. 110
- Vocational Rehabilitation of Disabled Persons Act—S.C. 1960/61, Chap. 26
- Reinstatement in Civil Employment Act—R.S.C. 1952, Chap. 236

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DEPARTMENT OF LABOUR



Introduction

THIS is the 63rd annual report of the Department of Labour. During the fiscal year just ended, the capital projects program that was set in motion with the enactment of the new Technical and Vocational Training Assistance Act reached a peak. By the end of the year the number of projects approved for a federal contribution had risen to 513; for a time during the year completed projects were being opened at the rate of one a day.

Among other highlights of the year were the appointment of an industrial inquiry commission to investigate the disruption of shipping in the Great Lakes System; the stepping-up of research activity connected with the Government's employment and manpower training programs; and the receipt of a unanimous report from the conciliation board in the dispute between seven railways and seventeen unions of their non-operating employees. Both parties accepted the report, which proposed a job security program whose aims were to mitigate hardships suffered by long-service employees when their jobs are eliminated, to enable such employees to retrain to qualify for new jobs and to enjoy a means of support while so engaged, and to revise and adapt seniority and other rules to facilitate mobility of workers with the intent that long-service employees shall have a preferential right to other jobs.

The Municipal Winter Works Incentive Program during the 1962-63 winter provided an estimated 6,170,000 man-days of on-site work for an estimated 145,200 men. The previous winter's program had provided 5,870,000 man-days work for 147,700 men.

The recommendations of the Royal Commission on Government Organization were received; many of them have been implemented. The recommendations of the Committee of Inquiry into the Unemployment Insurance Act have been the subject of discussions with the Unemployment Insurance Commission.

Operating expenses during 1962-63 rose slightly to \$7,383,486 from \$6,910,339 in 1961-62; but "contributions, grants, subsidies, etc." almost quadrupled, rising from \$60,441,721 to \$235,475,048, so that total expenditures during the fiscal year rose from \$67,352,060 to \$242,858,534.

In 1962-63 the establishment of the Department provided for 668 positions—16 more than in the previous year. Most of the increase was in the Technical and Vocational Training Branch. At March 31, staff strength was 602, a decrease of 25 from a year earlier; the decrease was attributable mainly to the restriction of recruitment that was imposed during the year. The only change among principal officers of the Department was the retirement of George G. Greene as Director of the Government Employees Compensation Branch; he was succeeded by J. H. Currie, formerly Executive Assistant to the Deputy Minister.

Industrial Relations

THE DISPUTES making the most strenuous demands on the Department's conciliation service were those affecting shipping on the Great Lakes, railway operations, longshore operations and railway hotel operations.

Great Lakes and St. Lawrence Shipping—As the previous fiscal year ended, the Seafarers' International Union of Canada (SIU) and Upper Lakes Shipping Limited and associated companies were considering the report of a conciliation board which had tried without success to investigate and bring about agreement in a dispute between them. Conciliation services had been requested in the first instance by the SIU, but the proceedings before the conciliation board were impeded by writs of prohibition initiated in the courts by the SIU, and by a motion of the SIU for a contempt-of-court order. The Board's chairman and the nominee of the shipping companies having filed statements with the Minister stating that the conciliation board was not able to carry out its statutory duties because of the actions of the union, the Minister released these documents as the report of the Board.

With the opening of navigation early in April 1962, the ships operated by Upper Lakes Shipping Limited and associated companies were manned by crews recruited by the Canadian Maritime Union (CMU), a recently formed seamen's organization affiliated with the Canadian Labour Congress (CLC), a collective agreement having been entered into between these parties. The SIU protested that its members who had served during the 1961 season aboard the vessels involved had been locked out by Upper Lakes Shipping Limited, and on June 4, the SIU began proceedings in the Superior Court in Montreal seeking to have both the report of the conciliation board and the CMU collective agreement of April 7, 1962 declared null and void. This action, which named as defendants the Minister of Labour, two members of the conciliation board, Upper Lakes Shipping Limited and the Canadian Maritime Union, had not been brought to trial by the end of the fiscal year.

Meanwhile, the spring and early summer of 1962 were marked by picketing and boycotting of vessels operated by Upper Lakes Shipping Limited and manned by members of the CMU. Numerous incidents of violence occurred in United States as well as Canadian ports. Amid growing demands for a full-scale federal investigation, the Canadian Government took various steps to secure a peaceful settlement, including approaches through diplomatic and other channels.

The Canadian Brotherhood of Railway, Transport and General Workers (CBRT), which is the certified bargaining agent for employees of the St. Lawrence Seaway Authority, and is also (like the CMU) an affiliate of the CLC, declared that commencing July 5, 1962, its members would refuse passage to vessels manned by the SIU through the locks and canals of the St. Lawrence Seaway.

On July 6 the Ministers of Labour and Transport jointly announced that the St. Lawrence Seaway Authority, through its President, would apply to the courts at once for an injunction to restrain the members of the CBRT from carrying out their "boycott" of SIU-manned vessels, which had already

The Industrial Relations and Disputes Investigation Act

The Industrial Relations and Disputes Investigation Act came into force on September 1, 1948.

The Act applies to industries within federal jurisdiction, i.e., navigation, shipping, interprovincial railways, canals, telegraphs, interprovincial and international steamship lines and ferries, aerodromes and air transportation, radio broadcasting stations and works declared by Parliament to be for the general advantage of Canada or two or more of its provinces. Additionally, the Act provides that provincial authorities, if they so desire, may enact similar legislation for application to industries within provincial jurisdiction and make mutually satisfactory arrangements with the federal Government for the administration of such legislation.

The Minister of Labour is charged with the administration of the Act and is directly responsible for the appointment of conciliation officers, conciliation boards, and Industrial Inquiry Commissions concerning complaints that the Act has been violated or that a party has failed to bargain collectively, and for applications for consent to prosecute.

Sections 16 and 17 of the Act provide conciliation machinery for the adjustment of disputes where no settlement has been reached either in negotiations for a collective agreement after the certification of a bargaining agent or in negotiations for the renewal of an existing agreement. On the request of either party to such a dispute, or in any other case where he considers it advisable to do so, the Minister of Labour may appoint a conciliation officer to confer with the parties for the purpose of helping them to conclude an agreement. If a conciliation officer reports failure to bring about the settlement of a dispute, the Minister may appoint a board of conciliation and investigation. The Minister may appoint a conciliation board without prior reference to a conciliation officer, but the usual practice is to appoint a conciliation officer in the first instance.

When a conciliation board is appointed, each party to the dispute is invited to nominate one person for appointment to the board. The two members so appointed are then requested to recommend a third person for appointment as chairman. If they fail to agree, the Minister selects the chairman.

The first duty of a board of conciliation and investigation is to endeavour to bring about agreement between the parties on the matters in dispute. In the event of a board's failure to do so, it is required to report its findings and recommendations to the Minister. The Minister supplies each party with a copy of the report, which he may publicize in such manner as he sees fit. A strike or lockout is prohibited until seven days after the receipt of the report by the Minister.

The Canada Labour Relations Board is established under the Act as successor to the Wartime Labour Relations Board to administer provisions concerning the certification of bargaining agents, the writing of provisions—for incorporation into collective agreements—that fix a procedure for the final settlement of disputes concerning the meaning or violation of such agreements and the investigation of complaints referred to it by the Minister that a party has failed to bargain collectively and to make every reasonable effort to conclude a collective agreement. A report of the activities of the CLRB begins on page 8.

The Board is composed of four representatives of organized labour, four representatives of employers' organizations, and an independent chairman. A vice-chairman acts during the chairman's absence, and officers and staff of the Industrial Relations Branch act as officers and staff of the Board.

begun. At the same time, it was announced that the Government had decided to institute an inquiry under the provisions of Section 56 of the Industrial Relations and Disputes Investigation Act. The boycott by employees of the Seaway Authority was called off within 36 hours of its commencement.

On July 17, the Minister of Labour appointed Hon. Mr. Justice Thomas G. Norris, of the Supreme Court of British Columbia, as an Industrial Inquiry Commission to make inquiry and report to him within the following terms of reference:

1. The circumstances leading to the disruption of shipping in the Great Lakes System, including interference with the operation of the works and facilities of the St. Lawrence Seaway Authority.

2. The denial of the use of port or other works and facilities to vessels calling at Canadian and United States ports on the Great Lakes System.

3. The activities and internal operations of organizations of employees acting on behalf of employees engaged in shipping and work affecting shipping operations in the Great Lakes System, including without restricting the generality of the foregoing the Seafarers' International Union of Canada.

4. The relationship and any conflict that may exist between employers or employers' organizations, and employees or organizations of employees, in the shipping industry in the Great Lakes System.

5. Any matters incidental or relating to any of the foregoing matters.

The Commission began its hearings in mid-August, 1962, and sat until March 15, 1963, at Toronto, St. Catharines, Montreal and Ottawa. By the time closing arguments were presented at its 107th sitting, the Commission had heard some 190 witnesses, received some 780 exhibits, and the transcript of its proceedings occupied 16,180 pages. At the end of the year, under review, Mr. Justice Norris was giving consideration to his report and recommendations to the Minister of Labour.

Railway Operations—As the last fiscal year ended, a conciliation board was appointed to deal with a dispute between the major Canadian railways and their non-operating employees. This dispute involved 110,000 employees. The board held a preliminary organization meeting in Montreal on May 18, 1962 and, thereafter, eight sittings to hear evidence and argument. On August 9, 1962, the railway companies and the unions notified the board that they had accepted the unanimous recommendations of the board. Both parties ratified the terms of agreement and all matters in dispute were settled on August 28, 1962. In releasing this report the Minister expressed his pleasure that the board had been able to make unanimous recommendations that were accepted by the representatives of the parties. The board comprised: Mr. Justice F. Craig Munroe of the Supreme Court of British Columbia, chairman; company nominee A. G. Cooper, Q.C., Halifax; and union nominee David Lewis, Q.C., M.P., Toronto.

As the fiscal year began, the proceedings of a conciliation board established to deal with a dispute between the Brotherhood of Locomotive Firemen and Enginemen and the Canadian Pacific Railway were still in progress. The board reported on May 19, 1962. The representatives of the parties accepted the unanimous recommendations of the board and the dispute was settled.

At the request of the Brotherhood of Railroad Trainmen, the Minister had established in the previous fiscal year conciliation boards to deal with

disputes between the Brotherhood and the CNR and CPR. The Minister, at the request of the members of the boards, granted numerous extensions of the time limit to report. As the 1961-62 fiscal year ended, conciliation board proceedings were still underway.

The board dealing with the CNR dispute submitted majority and minority reports to the Minister on April 18, 1962. The Brotherhood rejected the recommendations and indicated that strike action would be taken on June 4, 1962. The Minister requested both parties to meet and make an intensive effort for early settlement. The parties continued negotiations and settled the dispute on May 30, 1962 without recourse to strike action.

The board dealing with the CPR dispute submitted majority and minority reports to the Minister on August 28, 1962. Further negotiations were continued without success and the Brotherhood announced that the trainmen would withdraw from service on October 29, 1962. The Minister urged the parties to continue negotiations and on October 19 he appointed W. M. Dickie, Toronto, as mediator to bring about a settlement. Mr. Dickie was successful in effecting a settlement between the parties and reported the settlement on October 27.

Longshore Operations—On August 31, 1962, the Minister appointed a conciliation board to deal with matters in dispute between the Shipping Federation of British Columbia and several locals of the International Longshoremen's and Warehousemen's Union as represented by the Canadian Coast Negotiating Committee. On February 19, 1963, after much delay occasioned by the resignation of the union's nominee to the board, the Minister appointed W. R. Sloan as chairman of the board. As the fiscal year ended, the proceedings of the conciliation board were still underway.

Hotel Operations—During the year, the Minister appointed conciliation officers to deal with disputes between the Canadian National Hotels Limited (Chateau Laurier Hotel, Ottawa; Bessborough Hotel, Saskatoon; and Charlottetown Hotel, Charlottetown) and the Canadian Brotherhood of Railway, Transport and General Workers. He also appointed a conciliation officer to mediate a dispute between the Canadian National Hotels Limited (Newfoundland Hotel, St. John's) and the Hotel and Restaurant Employees' and Bartenders' International Union.

On November 23, 1962, the conciliation officer appointed to deal with the Chateau Laurier dispute reported that he was unable to bring the parties to a settlement and recommended the establishment of a conciliation board. The Minister appointed the conciliation board and arrangements were made to hold hearings on January 28 and 29. In the meantime the parties resumed independent negotiations and on February 23 advised the Minister that they had signed and ratified a memorandum of settlement without the assistance of the board.

The conciliation officer appointed to deal with the Bessborough Hotel dispute reported on February 6, 1963 that as a result of his mediation all matters in dispute had been settled.

As the fiscal year ended, the conciliation officer appointed to deal with the Charlottetown Hotel dispute reported that conciliation was still under way.

On February 15, 1963, the conciliation officer appointed to deal with the Newfoundland Hotel dispute reported that a memorandum of agreement had been signed and ratified by the company and the Restaurant Employees' and Bartenders' International Union.

Conciliation Proceedings during Year—Conciliation proceedings under the Industrial Relations and Disputes Investigation Act during the year directly affected 157,139 employees. Conciliation officers effected settlements in 51 of the 79 labour-management disputes referred to conciliation officers; 14 of the 79 had been carried over from the previous year. Conciliation officers were

Conciliation Proceedings Under the Industrial Relations and Disputes Investigation Act, by Disposition of Cases, April 1, 1962 to March 31, 1963 and from Inception* of the Act

	1962-63		From Inception to March 31, 1963	
	Number of Disputes	Number of Workers Directly Affected	Number of Disputes	Number of Workers Directly Affected
Disputes being dealt with by conciliation officers at beginning of period.....	14	2,353	—	—
Disputes referred to conciliation officers.....	65	16,473	899	756,654
Total.....	79	18,826	899	756,654
Disputes settled by conciliation officers.....	51	10,394	567	174,729
Disputes not settled by conciliation officers....	17	5,237	301	576,246
Disputes which lapsed; no further action required.....	—	—	20	2,484
Disputes being dealt with by conciliation officers at end of period.....	11	3,195	11	3,195
Total.....	79	18,826	899	756,654
Disputes being dealt with by conciliation boards at beginning of period.....	9	137,757	—	—
Disputes in which parties were considering conciliation board recommendations at beginning of period.....	6	556	—	—
Disputes referred to conciliation boards.....	17	5,237	314	1,179,134
Total.....	32	143,550	314	1,179,134
Disputes settled by conciliation boards.....	17	126,284	236	845,955
Disputes not settled by conciliation boards....	6	14,122	58	329,579
Disputes which lapsed; no further board action required.....	—	—	11	456
Disputes in which parties were considering conciliation board recommendations at end of period.....	—	—	—	—
Disputes being dealt with by conciliation boards at end of period.....	9	3,144	9	3,144
Totals.....	32	143,550	314	1,179,134

*September 1, 1948.

unable to effect settlement of 17 disputes and recommended the appointment of conciliation boards. Conciliation officers still had 11 cases in hand at the close of the year. Conciliation boards were appointed to deal with 17 disputes. In addition, reports were received from conciliation boards appointed to deal with 15 disputes in the previous year. In 17 of these 32 disputes, settlements were obtained on the basis of the board's reports; six disputes were not settled and legal strikes occurred in five of them; nine disputes were still pending at the close of the year.

Other Proceedings under the Act

Complaints of Failure to Bargain—Section 43 of the IRDI Act provides that a party to collective bargaining may make a complaint in writing to the Minister of Labour that any other party to such collective bargaining has failed to comply with the requirements of the Act relating to the commencement of bargaining by authorized representatives and to the making of every reasonable effort to conclude a collective agreement. The Minister received no complaints under this Section during the year.

Since the Act came into force (September 1, 1948) there have been:

10 complaints received 2 withdrawn 8 referred to the CLRB

Applications for Consent to Prosecute—Section 46 of the Act provides for applications for consent to prosecute. During the past year there were:

16 applications 12 granted 1 settled by conciliation officer 3 pending

Since the Act came into force, there have been:

64 applications 36 granted 12 refused 5 settled 1 withdrawn 7 lapsed 3 pending

Complaints of Violation of the Act—Section 44 permits complaints by a person claiming to be aggrieved because of violations of provisions of the Act. During the year 12 such complaints were made. Two of these developed into the granting of consent to prosecute. Of the remainder:

3 referred to conciliation officers (2 settled, 1 dismissed) 4 lapsed 3 pending

Since the Act came into force there have been 75 complaints. The Minister appointed industrial inquiry commissions to investigate 9 of them—the result was either a settlement or dismissal of the complaint—and referred 11 to conciliation officers, who settled 8 of them; the other 3 were either not settled or dismissed. Thirteen developed into applications for consent to prosecute. Of the remainder, 22 were withdrawn, 17 lapsed, and 3 were pending at the end of the year.

Industrial Inquiry Commissions—Section 56 empowers the Minister to appoint an industrial inquiry commission to make any inquiries he thinks fit regarding industrial matters, and, in particular, to investigate alleged violations of the Act. During the year two industrial inquiry commissions were appointed; since the inception of the Act, 30 have been appointed.

Canada Labour Relations Board

The Canada Labour Relations Board held sittings on 21 days during the year. Approximately two-thirds of the meeting time was spent hearing oral submissions by representatives of 27 employers, 23 trade unions and various other parties who appeared before the Board. Hearings are not needed to decide most of the cases coming before the Board.

The 67 applications for the certification of bargaining agents received by the Board during the year affected 22,559* workers. The Board disposed of another 11 applications for certification that were under investigation at the close of the previous year. Of these 78 applications, which directly affected 23,366* workers, 45 were granted, 11 rejected and 16 withdrawn. At the end of the year, the remaining 6 were still under investigation. During the year the Board ordered 10 representation votes in applications for certification and one vote in an application for revocation of certification.

From the inception of the Act to March 31, 1963, the Board received 1,403 applications for certification, directly affecting 188,553* workers; 826 applications were granted, 291 rejected, 280 withdrawn, and 6 were pending at the end of the year. In that period, the Board ordered 235 representation votes in applications for certification and 12 votes in applications for revocation of certification.

Applications for Revocation of Certification—The Act (Sec. 11) provides that where in the opinion of the Board the bargaining agent no longer represents the majority of employees in the unit for which it was certified, the Board may revoke the certification of the bargaining agent. The Board is also authorized (Sec. 61(2)) to reconsider, vary or revoke decisions or orders made by it.

Eight applications for revocation of certification were received during the year. Five were granted, two were rejected and one was pending at the end of the year.

Since the inception of the Act, the Board received a total of 48 applications for revocation; 28 were granted, 17 refused, two withdrawn, and one was pending at the end of the year.

Complaints of Failure to Bargain—During the year no complaints were made to the Minister under Section 43 of the Industrial Relations and Disputes Investigation Act, alleging that a party had failed to bargain collectively and therefore no complaints were referred to the Board. One complaint referred to the Board in 1961, however, was still being held in abeyance pending completion of legal proceedings.

From the inception of the Act to March 31, 1963, the Minister referred to the Board eight complaints concerning failure to bargain collectively. In three cases the Board issued Orders requiring the respondents to bargain collectively with the complainants, and in one of these cases revoked the

*Applicants' estimates, subject to revision.

Order. It dismissed four complaints on the grounds that Section 43 of the Act did not have application to the matters in dispute and one such complaint was in abeyance at the end of the year.

Applications for Procedure for Final Settlement of Disputes Over Meaning or Violation of Collective Agreement—Section 19 of the Act prescribes that where a collective agreement does not contain a procedure for the final settlement of differences concerning the meaning or violation of a collective agreement, an application may be made to the Board for the provision of such a procedure. During the year one such application was made and granted. Since the inception of the Act:

15 applications received 7 granted 3 rejected 5 settled without Board order

Fair Wages on Government Contracts

During the year labour conditions were prescribed under the provisions of the Fair Wages and Hours of Labour Act for several important projects.

The construction of the South Saskatchewan River Dam is now in its fifth year. The Department of Labour has prepared schedules of labour conditions for 34 contracts in this development since the first schedule was issued on July 10, 1958, for the construction of an access road to the site. Much of the earth-moving work on this vast project was continued through-

Fair Wages Legislation

The Fair Wages legislation is in three parts: the Policy Order, the Act, and the Regulations under the Act. The Fair Wages Policy was originally adopted as a Resolution of the House of Commons in 1900 and in 1907 was expressed in an Order in Council, which was revised and expanded in succeeding years. The last revision and consolidation was Order in Council P.C. 1954-2029 of December 22, 1954.

The statute referred to is the Fair Wages and Hours of Labour Act, passed in 1935. This Act provides for the payment of fair wages on construction contracts, that is, such wage rates as are generally accepted as current for competent workmen in the district but shall in all cases be such wage rates as are fair and reasonable. Working hours are limited to eight a day and 44 a week and these hours may be exceeded only in emergency circumstances approved by the Minister of Labour.

A Regulation under the Act was passed in 1940 and revised by Order in Council P.C. 1954-2030 of December 22, 1954. This Regulation provides that all cases of default in the payment of wages to employees of the contractor or other party charged with the payment of wages under a contract shall be referred to the Minister of Labour for investigation and determination of the amount in default and also provides that where a contracting department has occasion through a breach of contract by a contractor to seize his security and to withhold moneys due under a contract, the department shall immediately notify the Deputy Minister of Labour.

Order in Council P.C. 1960-715, passed on May 26, 1960, amended this Regulation by adding a section to provide that, except where the Minister of Labour orders otherwise, all hours worked in excess of 44 a week shall be paid for on the basis of time and one-half the rate required to be paid under the contract and, where the Minister so orders, that all hours in excess of 8 a day be paid for on the same basis.

out the entire year, including the winter season, on the basis of two shifts of 10 hours a day and 60 hours a week with overtime at time and one-half after 8 hours a day and 44 hours a week.

Since September 13, 1960, schedules of labour conditions have been prepared for 23 contract projects in the construction of the new Atomic Energy Power Plant (Candu Reactor) at Douglas Point, Ont., for Atomic Energy of Canada Limited. A number of 9- and 44-hour permits, which allow the 44 hours to be worked in 5 days of the week, were issued.

Beginning with the first schedule of labour conditions on June 8, 1961, additional schedules have been supplied to Atomic Energy of Canada Limited and to Central Mortgage and Housing Corporation for 46 contract projects in the Whiteshell Nuclear Research Establishment in Manitoba, including the construction of the new Town of Pinawa, about 60 miles east-northeast of Winnipeg.

Works of Construction, Repair, Remodelling and Demolition—During the year the Department issued 2,161 schedules of labour conditions, compared with 3,005 during 1961-62 and 2,649 during 1960-61.

The value of contracts reported to the Department as having been awarded during the last year was \$170,291,261.14 compared with \$250,901,062 for the year 1961-62. During the past year \$71,224 was collected from 123 contractors for distribution to 1,690 workers to satisfy wage arrears owing by contractors. During 1961-62 and 1960-61 the collections totalled \$194,668 and \$159,754, respectively.

All complaints received with respect to failure of contractors to apply the labour conditions of contracts were investigated, and the policy of regular inspections was also maintained. During the year the fair wages officers made 173 inspections of wages and hours and other labour conditions, including the non-discrimination provision, being observed by contractors on government contracts. In addition, 132 inspections were made of the overtime rates being paid on contracts where permission was granted to exceed the statutory hours of work. The corresponding figures for 1961-62 were 268 wage inspections and 155 overtime permit inspections.

During the year 51 schedules of wage rates proposed to be used by contractors under Labour Conditions (A-2) were submitted to the Department, examined and approved for use on the contracts in question.

Contracts for the Manufacture of Supplies and Equipment—Departments awarding contracts for the manufacture of supplies and equipment are required to include standard labour conditions as a provision of the contract. During the year, 2,062 contracts were awarded, and 294 statutory declarations listing the classifications of workers employed on such contracts, their wage rates and hours of work were submitted to the Department for review. The corresponding figures for 1961-62 were 2,045 contracts and 346 statutory declarations.

Prevailing Rate Employees

There are about 37,000 prevailing rate employees exempt from the Civil Service Act. They are employed by about 26 departments and agencies

of government, on public buildings, parks, forests, canals, dockyards, ordnance depots, machine shops, ammunition depots, air stations, printing establishments and on government vessels. In addition, the government departments and agencies have contracted for the use of the services of about 4,000 commissionaires of the Canadian Corps of Commissionaires and the British Columbia Corps of Commissionaires at various locations across Canada.

During the year 13,763 wage rate recommendations were made for the establishment of rates of pay of prevailing rate employees. Approximately 660 different occupational classifications were represented in these recommendations. The figures for 1961-62 were 11,381, affecting about 517 occupational classifications.

Prevailing Rate Employees

The separation of prevailing rate employees from the classified civil servants began with Order in Council P.C. 1053 of June 29, 1922, which exempted about 130 classifications from Section 38B of the Civil Service Act, 1918, as amended, and provided that: the selection of employees for these exempt classes be left entirely in the hands of the employing departments; they be paid the prevailing rate provided it does not exceed the salaries in the classification schedule; where no classification schedule exists, the rate of pay shall be such as is recommended by the employing department and approved by the Governor in Council. The original list of exemptions has been increased from time to time.

The previous Prevailing Rate Employees General Regulations were amended and consolidated by Treasury Board Order T.B. 558256 of December 22, 1959, effective January 1, 1960. This Order provided that: the remuneration of these employees be based on rates of pay prevailing in the area of their employment for the class of work they do; the rates shall be fixed by Treasury Board after receipt by the Board of a submission from a department that is based upon a recommendation of the Department of Labour.

The previous Ships' Officers Regulations were amended and consolidated by T.B. 558257 of December 22, 1959, effective January 1, 1960, which provided among other things that the salary rates of officers on government ships shall be determined or approved by Treasury Board on the recommendation of the appropriate department based on recommendations of the Department of Labour, which recommendations shall be based on rates of salaries prevailing in the appropriate area of employment for similar classes of work.

The previous Ships' Crews Regulations were amended and consolidated by T.B. 558258 of December 22, 1959, effective from January 1, 1960, which provided that wage rates shall be determined in the same manner as for ships' officers.

The Commissionaire Services Regulations, T.B. 482506 of February 8, 1955, effective April 1, 1955, revoked the previous Order, T.B. 434590 of August 28, 1952, and provided that agreements may be entered into between government departments and the Canadian Corps of Commissionaires or the British Columbia Corps of Commissionaires for the purpose of providing services by commissionaires. The rate of pay for each commissionaire supplied by the Corps will be established by Treasury Board after consultation with the Department of Labour. An amendment to T.B. 482506 dated March 22, 1957 provides that the rates recommended by the Department of Labour are to be based upon the private industry rates for comparable employment in the same area, including the private industry rates for the services of commissionaires.

During the year field officers of the Department conducted 422 wage surveys to obtain information about wage rates paid by private employers in the various areas across Canada where prevailing rate employees of the government were employed. In 1961-62 the number of surveys was 396.

In determining the appropriate rates of pay for these employees, the wage returns collected by the Economics and Research Branch, the wage rates established by collective agreements and the wage rates specified in some provinces by legislation were also examined.

Labour-Management Co-operation Service

The necessity for greater labour-management co-operation in Canada was emphasized more during the past year than in any previous year. This was evidenced by the number of labour-management conferences and seminars held throughout the country for the promotion of co-operation.

Representatives of the Labour-Management Co-operation Service participated in a number of these conferences and the Service was responsible for the organization of two, at Kitchener and London, Ont., where trade union, management and government delegates discussed the question of joint labour-management consultation at the plant level.

During the year 155 new committees, representing 36,403 employees, were added to the roster of functioning labour-management committees. In the same period 78 committees covering 12,255 employees were dropped from the lists of the Service for such reasons as inactivity or plant closure; and 68 other committees were deleted because of consolidations occurring as the result of administrative or structural changes in personnel organization made by certain large-scale employers. The latter deletions did not involve any change in the number of employees covered. The net result was that 1,768 committees were functioning at March 31, 1963, compared with 1,759 at the end of March 1962, and that the number of employees represented was 502,900 compared with 472,000. Committees operate in all major industries, such as manufacturing, transportation and communications, as well as in wholesale and retail trade and in such service organizations as hospitals and civic services.

Through the regular meetings of these committees, a better understanding between management and labour is attained and suggestions are brought forward regarding efficiency, quality of product, safety, reduction of waste, housekeeping, and plant operations in general.

The Service distributed its news bulletin *Teamwork in Industry* on a monthly basis, except for a combined July-August issue, to a mailing list exceeding 20,000. It contained reports on the activities of committees across the country and other items of interest to management and labour.

A series of posters designed to help committees in their work was also distributed by the Labour-Management Co-operation Service. Those illustrated different problems of concern to management and labour such as safety, waste, efficiency and quality of product. Approximately 60,000 of these were distributed during the year.

Pay envelope stuffers carrying a reproduction of the poster of the month and a short message on the subject dealt with by the poster were made available to committees. These were also distributed on a monthly basis and 610,000 were supplied during 1962.

Committees are further assisted by the production of a monthly bulletin entitled *Let's Discuss*, which outlines a particular topic for discussion at committee meetings.

During the year a pamphlet was prepared dealing with joint labour-management consultation in hospitals and service industries. It is based on the operation of a committee in an Ottawa hospital and provides information on the organization of committees in the service field.

Labour-management committees were first promoted in Canada under government auspices during World War II by the Industrial Production Co-operation Board. They made a considerable contribution to our war effort in many industries and were considered to be of such value that it was decided to continue to encourage their formation during peacetime. In 1947, therefore, the Labour-Management Co-operation Service was established in the Industrial Relations Branch of the Department of Labour. It has continued to promote and service labour-management committees.

The Service maintains a staff of 11 trained industrial relations officers in centres from coast to coast. Branch offices are located at Amherst, N.S.; Montreal and Three Rivers, Que.; Ottawa, Toronto and Windsor, Ont.; Winnipeg, Man., and Vancouver, B.C.

Fair Employment Practices

As part of a continuing program of educational publicity under the Canada Fair Employment Practices Act, the Branch reprinted existing pamphlets and distributed them throughout the country. Two new pamphlets are being prepared and will be published and distributed during the next fiscal year.

A new radio series was prepared and broadcast during February on the Department's weekly program "Canada at Work".

Canada Fair Employment Practices Act

The Canada Fair Employment Practices Act applies to employers and trade unions whose operations fall within federal jurisdiction and is designed to prevent and eliminate discrimination in employment based on race, colour, religion or national origin. Under the Act, no employer may discriminate against any person in regard to employment because of his race, colour, religion or national origin, and no trade union may exclude anyone from membership on these grounds. The Act prohibits the use of advertisements, application forms or other inquiries in connection with employment which express, directly or indirectly, any limitation, specification or preference as to race, colour, religion or national origin. The use of employment agencies which practise discrimination is also forbidden.

The National Film Board produced a new film entitled *Willie Catches On*, depicting the causes and results of prejudice. The Department purchased copies of this film to be distributed as part of its program in promoting the elimination of discriminatory practices. The films already purchased by the Department were viewed by many thousands of Canadians during the year.

Advertisements concerning the provisions of the Act were again placed in the foreign language press of Canada and other publications during the year.

Officers of the Branch attended seven national and international meetings on discrimination in employment sponsored by trade union organizations and other groups. The Branch continued to act as adviser to various community groups that were establishing anti-discrimination committees.

Since the Act came into effect, 34 formal complaints have been received concerning employment discrimination and all have been settled.

Female Employees Equal Pay

No formal complaints have been received under the Female Employees Equal Pay Act since it came into effect on October 1, 1956.

The Act applies to employers and employees engaged in works, undertakings and business coming within federal jurisdiction.

The co-operation of employers and trade unions has been sought in giving effect to the purposes of the Act. Employers to whom the Act applies were asked to review their practices in the payment of female employees in order to avoid or eliminate any conflict with the provisions of the Act.

The Act, in its principal provision, prohibits an employer from employing a female employee for any work at a rate of pay that is less than the rate at which a male employee is employed by that employer for identical or substantially identical work. A difference in rates of pay for male and female employees doing identical or substantially identical work does not contravene the Act when such difference is based upon factors other than sex that normally justify different rates of pay. Complaints under the Act may be made in the first instance to the Minister of Labour. Such complaints may be referred by the Minister to a Fair Wage Officer to make an investigation and try to effect a settlement. If no settlement follows, the complaint may be referred to a referee for final decision after hearing the parties concerned. The referee may order the adjustment of wages paid to female employees.

Annual Vacations Act

In 1962-63, the Minister of Labour approved various applications under the Annual Vacations Act. Complaints concerning the non-payment of vacation pay were adjusted where necessary. Fifty-three complaints seeking the payment of vacation pay were processed and the employees concerned received \$3,519 in vacation pay. Much advice and assistance have been

given to employers, employees and trade union representatives seeking an explanation of the provisions of the Act and an opinion with respect to its application to groups of employees.

The Act provides that employees in works, businesses or undertakings under federal jurisdiction shall be given one week's vacation for the first completed year of employment, with vacation pay being at the rate of 2 per cent of gross earnings. For the second and subsequent completed years of employment the vacation period is two weeks, with vacation pay at the rate of 4 per cent of gross earnings. The vacation is to be granted not later than ten months following the completion of the year of employment in which the vacation is earned. Employees whose employment is terminated for any reason before the completion of a year of employment are entitled to vacation pay at the same percentages of earnings for the portion of the year employed. A person employed for 30 days or less in his first year of employment is not entitled to vacation pay.

The Act also provides that the Minister of Labour may approve collective agreement provisions for vacations with pay and, the agreement provisions so approved, supersede the provisions contained in the Act; and that the Minister of Labour may approve a calendar or other year of employment, in place of the anniversary-date-of-employment year upon which the Act is based, as the year of employment for purposes of granting vacations with pay.

Regulations pursuant to Section 9 of the Annual Vacations Act were made on September 2, 1958, by Order in Council P.C. 1958-1320, prescribing procedures for carrying out the purposes and provisions of the Act. Among other things, the Regulations provide for the making of applications for the waiving and postponing of vacations, for approval of a calendar or other year as the year of employment for vacations with pay purposes, and for the approval of collective agreement provisions for the granting of vacations with pay. The Regulations also provide for the exemption of certain classes of employees from the Act, for the keeping of employee records pertaining to annual vacations with pay, and for the payment to the Minister of Labour of vacation pay due employees who cannot be located by the employer. Such vacation pay is held in a suspense account by the Minister until claimed by the employee.

Technical and Vocational Training

EXPANSION of technical and vocational training facilities continued at a high level during the fiscal year. The number and value of capital projects approved for sharing by the federal Government rose steadily, and the actual work of constructing and equipping new facilities proceeded at a rapid pace.

When the year began there were 376 projects already approved for federal sharing. The estimated total cost of these projects was about \$333 million and the estimated federal share about \$216 million. Upon completion these projects would provide 105,000 new student places. By year's end the number of approved projects had reached 513. The estimated total cost had grown to nearly \$508 million, the federal share to about \$323 million, and the number of new student places to 138,000. Last year the federal contribution for construction completed and equipment delivered was about \$18 million; this year's contribution was almost \$180 million, bringing the total contribution over the two years of the new Agreement to nearly \$198 million.

Accompanying this expansion of training facilities was an active program to train teachers and administrators to staff the new and the expanded schools. Ontario and British Columbia extended their teacher training programs to meet their own increased demand. The Atlantic Provinces co-operated in establishing teacher training classes at Moncton, N.B., to meet the needs of that entire region. Alberta has established a special division within the Faculty of Education of the University of Alberta to conduct a technical and vocational teacher training program. This program will serve the needs of Saskatchewan also. Quebec has a similar program at the University of Sherbrooke. Manitoba is providing teacher education through a summer-school program.

Provincial activity in the operation of training courses was well maintained. The number of unemployed persons to whom training was given in 1962-63 was nearly 50 per cent greater than in the previous year; it was more than three and a half times the number trained in 1960-61. Expenditures in respect of technician training, trade and other occupational training and most of the other operational programs were considerably higher than those of last year.

The effect of the Technical and Vocational Training Assistance Act in stimulating training is increasingly apparent. The combined federal Government contribution to the expanding capital and operating programs during the year was \$207,915,439. In 1961-62 the total federal contribution was \$35,729,623.

Federal support to the training program has not been limited to direct financial assistance for facilities and courses. The Branch has been authorized to establish advisory bodies of training experts, employers, workers, and others having a direct interest in training. Action to improve the quality and the suitability of training has followed suggestions by these groups. On their

advice, the Department has undertaken research projects to provide information upon which improved training programs have been based. One such project was for the development of trade analyses, a program which has already led to the adoption by most provinces of uniform standards and examinations in several trades and has been invaluable in the preparation of courses and training aids.

The Technical and Vocational Training Assistance Act

The purpose of the Technical and Vocational Training Assistance Act is to provide financial assistance for the development and operation of technical and vocational training facilities and programs throughout Canada.

The Act authorizes the Minister of Labour to enter into an agreement with any province, for a period not exceeding six years, to provide for the payment to the province of contributions in respect of the costs incurred by the province in undertaking a program of technical and vocational training. Such training programs may be: for unemployed persons; for the training of persons in technical or vocational courses in regular secondary schools in the province, where such training is given as a part of the regular secondary school program; for the training of teachers, supervisors or administrators to carry out technical or vocational training programs; for persons over the regular school leaving age who have left school and who require training to develop or increase occupational skill; for apprentices; for supervisors in industries; for the training of persons in the skills of science or technology and the application thereof, except where such training is designed for university credit; for disabled persons; and for the training of members or veterans of the armed services, and training for departments or agencies of the Government of Canada.

The Minister is authorized to enter into an agreement with any province, for a similar six-year period, for sharing in capital expenditures incurred by the province on training facilities.

The Act makes provision for the continuation of agreements for training projects made under the Youth Training Act, 1939, or under the Vocational Training Co-ordination Act.

The Minister may, without reference to the provinces, undertake programs of technical and vocational training for members or veterans of the armed services, and training for departments or agencies of the Government of Canada.

The Minister is also authorized to undertake and direct research pertaining to technical and vocational training and to disseminate information about such training.

Education, in so far as governments are concerned, is a provincial responsibility and, since vocational training is generally regarded as an integral part of the established educational system in each province, the federal Department of Labour has refrained from operating its own training programs and has relied on the provinces to provide suitable training for all purposes as set forth in the Act.

The full costs of projects undertaken for the federal Government are refunded to the provinces. Up to three quarters of the costs of other approved projects is refunded to provincial governments, subject to the limitation of funds voted by Parliament for such purpose.

Agreements under the Act

The conditions and regulations currently governing federal financial assistance to the various types of training are set forth in the following federal-provincial agreements effective under authority of the Technical and Vocational Training Assistance Act:

The Technical and Vocational Training Agreement

The Apprenticeship Training Agreement

The purpose of these agreements is to make available to every Canadian the opportunity for training that will be suitable in his case in order to bring about the total development of a competent Canadian labour force.

Through attendance at regular meetings of these advisory bodies, officials in charge of provincial training programs have had opportunities to exchange information and ideas, not only with each other but with representatives of employers, workers and the Branch.

The Branch has arranged for tours of training experts to study training programs in other countries. On a European study tour organized this year, six persons connected with technical and vocational training in Canada spent four weeks examining manpower development and training in the United Kingdom, Germany, Sweden, Holland and Denmark.

These meetings, discussions, research projects, study tours and other related activities arranged by the Branch, and the regular visits of Branch personnel to consult with and advise training officials in the provinces, have played an increasingly important part in the development and co-ordination of the federal-provincial program for the training of skilled manpower.

To improve and expand such consultative, research and advisory services, for which the demand is growing and which may best be provided by a central agency, the Branch has added to its staff specialists in several fields of training. Specialists in technician training, trade and occupational training, technical and vocational teacher training, and management and supervisory training were recruited this year. Other positions at a similar level have been authorized and suitable personnel, who will be available for duty within the next few months, have been found.

Technical and Vocational Training Agreement

All provinces are parties to the Technical and Vocational Training Agreement which became effective on April 1, 1961 and will expire on March 31, 1967. The Agreement provides for reimbursement by the federal Government to the provinces of 75 per cent of their approved capital expenditures incurred by March 31, 1963 to provide training facilities; of 50 per cent of such expenditures incurred after that date. The Government contributes 50 per cent of the cost of training the unemployed, and a further 25 per cent when the number of student training days in the year exceeds 7 per cent of the number of adults in the province. The full cost of training provided for members of the armed services is repaid to the provinces, and up to 100 per cent of the cost of training undertaken for a federal department or agency or for employment related to the activity that such an agency carries on. The federal contribution to the Vocational High School and the Student Aid programs is at the rate of 50 per cent, subject to a quota for each province. The rate of contribution to other programs is 50 per cent, without limit of a quota.

Whereas other programs provide for federal sharing in operating costs, the Capital Expenditures Program provides for federal assistance toward the cost of training facilities—buildings and equipment for all types of technical and vocational training, including apprenticeship. As far as possible, training facilities are developed with a view to their possible use for more than one program.

Capital Expenditures Program—The provinces claimed \$179,626,976 of federal assistance for capital projects during the year; last year they claimed \$17,901,465 (see Tables 1 and 2). They continued to plan and submit for federal approval additional building and equipment projects for completion at an early date.

The provinces have reported that about 95 per cent of the 513 projects approved for federal sharing will be completed and ready for occupancy when the schools re-open in September 1963. Most of the remainder are scheduled for completion before March 31, 1964. By that time more than 138,000 new student places will have been provided under the Act at a total cost of about \$508 million, approximately \$323 million of which the federal Government will contribute.

Table 2 shows the type of school project assisted in each province. There were projects to construct, expand, improve and equip 33 institutes of technology, 116 trade schools and 285 vocational high schools. In addition there were 79 minor projects, many of them to provide equipment for the same types of institution. Except in Prince Edward Island and the two Territories there will be facilities for technological training in all provinces. The greatest expansion in trade school facilities is in Quebec and Newfoundland. Most of the vocational high school projects are in Ontario and Alberta.

The governments of the provinces have been free to select the type of training institution they would first construct and equip with federal aid, and have chosen in accordance with their individual requirements. As the need for one type of institution is met, they are turning to the development of schools for other kinds of training.

TABLE 1—Capital Expenditures Program: Payments

Province	Claims Paid in 1962-63 to April 30, 1963		
	For Previous Year	For 1962-63	Total Payments
	\$	\$	\$
Newfoundland.....	—	12,932,085.22	12,932,085.22
Prince Edward Island.....	444.55	825,221.52	825,666.07
Nova Scotia.....	8,376.70	2,599,359.25	2,607,735.95
New Brunswick.....	225,193.19	1,627,936.79	1,853,129.98
Quebec.....	2,686,235.50	4,704,993.60	7,391,229.10
Ontario.....	170,653.45	119,186,484.89	119,357,138.34
Manitoba.....	—	3,122,768.08	3,122,768.08
Saskatchewan.....	367,088.81	3,995,481.80	4,362,570.61
Alberta.....	168,482.30	21,998,496.65	22,166,978.95
British Columbia.....	205,660.16	4,215,427.39	4,421,087.55
Yukon Territory.....	—	525,693.60	525,693.60
Northwest Territories.....	—	60,892.97	60,892.97
Totals.....	3,832,134.66	175,794,841.76	179,626,976.42

TABLE 2—Capital Expenditures Program: Projects Approved, April 1, 1961 to March 31, 1963

Provinces	New School Facilities				Additions, Alterations and Equipment— Existing Schools				Student Places	Total Estimated Cost	Estimated Federal Contribution
	Inst. Tech. ¹	Trade School	Voc. H.S.	Inst. Tech. ¹	Trade School	Voc. H.S.	Minor less than \$10,000				
Newfoundland.....	1	12	—	—	1	—	1	3,670	28,258,258	21,055,075	
Prince Edward Island.....	—	1	1	—	—	—	4	1,380	2,754,072	2,065,555	
Nova Scotia.....	1	—	5	—	6	1	1	2,704	9,589,506	7,191,629	
New Brunswick.....	2	3	—	—	2	—	7	2,215	7,374,381	4,792,504	
Quebec ²	2	17	—	15	47	—	6	7,603	44,598,051	23,743,419	
Ontario.....	2	6	170	5	5	58	13	98,556	319,915,532	200,089,747	
Manitoba.....	1	—	—	—	3	10	42	2,180	7,037,562	4,934,802	
Saskatchewan.....	—	1	2	1	—	4	—	3,654	16,957,584	8,224,611	
Alberta.....	1	1	16	1	3	9	2	11,575	49,924,849	36,994,715	
British Columbia.....	1	3	2	—	3	7	3	4,328	19,771,312	13,585,168	
Yukon.....	—	1	—	—	—	—	—	144	909,062	682,796	
Northwest Territories.....	—	1	—	—	—	—	—	30	480,000	64,800	
Totals.....	11	46	196	22	70	89	79	138,039	507,570,169	323,424,821	

¹All the Institutes listed will offer Trade Training Courses with the exception of Institutes of Technology in Ontario, British Columbia Institute of Technology and 9 of the 17 Institutes in Quebec.

²The figures for Quebec are low because a number of provincial district trade schools were constructed during the period 1957-61 when the province did not participate in the Federal-Provincial Vocational Training Agreements. The figures pertain only to schools constructed under the Agreement after April 1, 1961.

The flood of applications to enrol in new schools and institutes provides ample evidence of widespread public interest in the training offered. There have been more than enough applicants to fill most of the new shops and classrooms on opening day.

Program 1—Vocational High School Training (V.H.S.)—During the year the federal Government contributed \$1,930,000 toward the provincial operating costs for vocational high school classes (see Tables 3 and 4). The Agreement provides for federal sharing in the operating costs of courses in which at least one half of the school time is devoted to technical, commercial and other vocational subjects and which are designed to prepare students for entry into employment by developing occupational qualifications. The federal Government has undertaken to contribute up to a total of \$15,000,000 to all provinces and territories over the six-year period April 1, 1961 to March 31, 1967, with a maximum contribution of \$3,000,000 in any one year.

This annual allotment of \$3,000,000 is apportioned to the provinces and territories. An initial allotment of \$30,000 is made to each province and \$20,000 to each of the Yukon and the Northwest Territories. The balance of the annual allotment is divided among the provinces and the territories on the basis of the ratio of the number of persons 15 to 19 years of age inclusive residing in each province to the total number of persons in that age group in Canada, as determined by the latest census. In no case will this contribution exceed 50 per cent of provincial costs, nor will any part of the contribution be used for capital expenditures. The federal contribution may be used to defray actual provincial operating costs or for authorized provincial grants for operating costs of approved technical and vocational secondary school programs and courses.

TABLE 3—Vocational High School Training (V.H.S.) Program 1—Payments

Province	Federal Allotment	Claims paid in 1962-63 to April 30, 1963		
		For Previous Year	For 1962-63	Total Payments
	\$	\$	\$	\$
Newfoundland.....	111,300.00	—	7,200.00	7,200.00
Prince Edward Island.....	46,700.00	110.60	28,102.00	28,212.60
Nova Scotia.....	150,000.00	28,281.13	150,000.00	178,281.13
New Brunswick.....	130,000.00	—	93,945.54	93,945.54
Quebec.....	897,000.00	—	—	—
Ontario.....	841,000.00	—	841,000.00	841,000.00
Manitoba.....	161,500.00	—	154,649.67	154,649.67
Saskatchewan.....	165,500.00	—	165,500.00	165,500.00
Alberta.....	213,500.00	—	213,500.00	213,500.00
British Columbia.....	239,000.00	—	239,000.00	239,000.00
Yukon Territory.....	21,400.00	38.39	8,672.67	8,711.06
Northwest Territories.....	23,100.00	—	—	—
Totals.....	3,000,000.00	28,430.12	1,901,569.88	1,930,000.00

TABLE 4—Vocational High School Training (V.H.S.) Program 1—Enrolments, School Year 1962-63

Course	Nfld.	P.E.I.	N.S.	N.B.	Ont.	Man.	Sask.	Alta.	B.C.	Total
Agriculture.....	—	—	—	76	—	8	67	8	150	309
Aircraft Mechanic.....	—	—	—	—	36	—	—	—	—	36
Arts & Crafts.....	—	—	—	—	—	—	—	22	—	22
Auto Body.....	—	—	—	—	5	—	9	—	—	14
Auto Mechanics.....	—	—	76	361	1,344	216	180	379	181	2,737
Barbering.....	—	—	—	—	20	—	—	—	—	20
Beauty Culture & Hairdressing.....	—	—	28	40	52	—	—	—	35	155
Bricklaying.....	—	—	11	—	—	—	—	—	—	11
Business & Commercial.....	475	151	512	2,501	42,927	3,634	1,987	3,406	7,279	62,872
Carpentry.....	—	—	31	—	—	—	—	—	66	97
Commercial Art.....	—	—	—	—	25	59	—	—	—	84
Commercial Cooking.....	—	—	10	—	—	23	—	—	—	33
Construction.....	—	—	—	—	28	—	—	—	—	28
Craft & Upholstery.....	—	—	—	—	25	—	—	—	—	25
Drafting.....	—	—	27	174	2,049	145	212	14	11	2,632
Electricity.....	—	—	30	220	1,443	262	22	202	72	2,251
Electronics.....	—	—	44	103	744	—	49	2	217	1,159
Fine & Applied Arts.....	—	—	—	34	853	—	30	4	—	921
Food Processing.....	—	—	—	—	25	—	—	—	—	25
Foundry.....	—	—	—	—	2	—	—	—	6	8
Exploratory Course.....	—	—	—	309	27,379	68	1,058	2,368	2,643	33,825
Graphic Arts.....	—	—	—	—	78	—	—	—	—	78
Industrial Chemistry.....	—	—	—	—	199	—	—	—	—	199
Machine Shop.....	—	—	23	102	1,124	48	142	62	141	1,642
Metal Working.....	—	—	—	—	—	—	—	32	4	36
Nursing Assistant.....	—	—	—	20	24	—	—	—	—	44
Painting & Decorating.....	—	—	5	—	22	—	—	—	—	27
Pattern Making.....	—	—	—	—	11	—	—	—	—	11
Photography.....	—	—	—	—	—	7	—	—	—	7
Plumbing & Heating.....	—	—	50	3	28	—	—	—	—	81
Power Plant Operator.....	—	—	—	—	11	—	—	—	—	11
Printing.....	—	—	—	25	336	—	—	55	18	434
Radio Broadcasting.....	—	—	—	—	3	—	—	—	—	3
Refrigeration.....	—	—	—	—	19	—	—	—	—	19
Retail Merchandising.....	—	—	10	—	—	—	—	—	—	10
Sheet Metal.....	—	—	20	16	294	26	57	54	31	498
Shoe Repair & Rebuilding.....	—	—	—	—	25	—	—	—	—	25
Tailoring.....	—	—	—	—	25	—	—	—	13	38
Technology.....	—	—	—	—	162	—	—	—	—	162
Trowel Trades.....	—	—	—	—	22	—	—	—	—	22
Warehouse and Stockkeeping.....	—	—	—	—	48	—	—	—	—	48
Welding.....	—	—	12	48	161	26	44	—	—	291
Woodworking.....	—	—	27	118	462	—	236	145	143	1,131
Totals.....	475	151	916	4,150	79,933	4,600	4,093	6,753	11,010	112,081

Program 2—Technician Training Program (T)—A federal contribution of \$6,794,211 was made this year toward the provincial operating costs of technician training at the post-high school level, about double the amount required to share in the costs of this program at the previous year's level of activity (see Tables 5, 6 and 7). In December 1962 about 11,068 students were in full-time training, of whom about 2,400 will graduate in 1963. In 1952 some 2,400 persons were receiving technician training; in 1942 there were 700. This program was designed to assist in relieving an acute and persistent shortage of technically trained people at the sub-professional level.

TABLE 5—Technician Training (T) Program 2—Payments

Province	Claims paid in 1962-63 to April 30, 1963.		
	For Previous Year	For 1962-63	Total Payments
	\$	\$	\$
Newfoundland.....	—	—	—
Prince Edward Island.....	—	—	—
Nova Scotia.....	—	15,137.38	15,137.38
New Brunswick.....	6,180.00	26,463.34	32,643.34
Quebec.....	613,200.99	4,831,802.89	5,445,003.88
Ontario.....	404,902.12	543,071.66	947,973.78
Manitoba.....	—	6,032.37	6,032.37
Saskatchewan.....	3,305.61	113,947.48	117,253.09
Alberta.....	—	209,243.63	209,243.63
British Columbia.....	—	15,068.15	15,068.15
Yukon Territory.....	—	—	—
Northwest Territories.....	—	5,855.70	5,855.70
Totals.....	1,027,588.72	5,766,622.60	6,794,211.32

TABLE 6—Technician Training (T) Program 2—Enrolments, School Year 1962-63

Course	N.S.	N.B.	Que.	Ont.	Sask.	Alta.	B.C.	Total
Accountancy.....	—	29	—	—	40	—	—	69
Advanced Studies.....	—	—	51	—	—	—	—	51
Aeronautics.....	—	—	90	—	—	—	30	120
Aeronautical Engineering Technology.....	—	—	—	—	—	56	—	56
Aeronautical Technology.....	—	—	—	41	—	—	—	41
Agricultural Technology.....	—	—	19	—	—	—	—	19
Aircraft Maintenance Technology.....	—	—	—	—	—	45	—	45
Architectural Drafting Technology.....	13	32	—	—	—	—	—	45
Architectural Technology.....	—	—	—	184	37	41	—	262
Automotive Technology.....	—	—	397	—	—	—	—	397
Automotive Service Technology.....	—	—	—	—	—	62	—	62
Blacksmithing.....	—	—	1	—	—	—	—	1
Business Administration.....	—	—	—	697	—	—	—	697
Ceramics, Enamelling and Weaving.....	—	—	22	—	—	—	—	22
Chemistry and Dyeing.....	—	—	42	2	—	—	—	44
Chemical Technology.....	—	—	—	268	—	—	—	268
Civil Engineering Technology.....	—	—	—	170	54	—	—	224
Commercial Art, Fine Arts, Crafts and Ceramics.....	—	—	—	—	—	160	—	160
Commercial Cooking.....	—	—	—	—	—	20	—	20
Construction Technology.....	—	—	6	—	—	34	—	40
Diesel Mechanics.....	—	—	30	—	—	—	—	30
Drafting Technology.....	—	—	—	—	—	79	—	79
Electrical Engineering Technology.....	—	—	—	—	44	—	—	44

TABLE 6—Technician Training (T) Program 2—Enrolments, School Year 1962-63
(Concluded)

Course	N.S.	N.B.	Que.	Ont.	Sask.	Alta.	B.C.	Total
Electrical Technology.....	—	23	766	207	—	—	—	996
Electronic Technology.....	—	39	927	639	—	175	—	1,780
Engineering Technology.....	—	—	—	239	—	—	—	239
Fibre Processing.....	—	—	—	1	—	—	—	1
Forest Technology.....	—	—	—	35	—	—	—	35
Foundry.....	—	—	10	—	—	—	—	10
Furniture and Interior Design.....	—	—	—	72	—	—	—	72
Furniture Making.....	—	—	98	—	—	—	—	98
Gas Technology.....	—	—	—	21	—	—	—	21
Graphic Arts.....	—	—	253	—	—	—	—	253
Home Economics (Fashion).....	—	—	—	41	—	—	—	41
Home Economics (Food Admin.).....	—	—	—	89	—	—	—	89
Home Economics (Pre-school).....	—	—	—	30	—	—	—	30
Hotel Resort Restaurant.....	—	—	—	60	—	—	—	60
Industry and Business Management.....	—	—	—	44	—	—	—	44
Industrial Chemistry.....	—	—	142	18	—	—	—	160
Industrial Electrical Technology.....	—	—	—	—	—	59	—	59
Industrial Laboratory Technology.....	—	—	—	—	—	112	—	112
Instrument Technology.....	—	—	213	37	—	—	—	250
Interior Decorating.....	—	—	138	—	—	—	—	138
Journalism.....	—	—	—	96	—	—	—	96
Land Surveying Technology.....	28	—	—	—	—	45	—	73
Machine Shop.....	—	—	539	—	—	—	—	539
Marine Engineering.....	—	—	34	—	—	—	—	34
Mechanical Drafting Tech.....	14	—	—	—	—	—	—	14
Mechanical Engineering Tech.....	—	—	—	—	36	38	—	74
Mechanical Technology.....	—	22	—	381	—	—	—	403
Medical Technology.....	—	—	—	66	—	—	—	66
Merchandising Admin.....	—	—	—	61	—	74	—	135
Metallurgical Technology.....	—	—	30	57	—	—	—	87
Mining Technology.....	—	—	—	87	—	—	—	87
Navigation.....	—	—	44	—	—	—	—	44
Paper Making.....	—	—	95	—	—	—	—	95
Pattern Making.....	—	—	39	—	—	—	—	39
Petroleum Technology.....	—	—	—	—	—	47	—	47
Photographic Arts.....	—	—	—	53	—	—	—	53
Plumbing & Heating.....	—	—	14	—	—	—	—	14
Power Plant Engineering.....	—	—	—	—	—	34	—	34
Preparatory Year.....	—	—	1,091	—	—	—	—	1,091
Printing Management.....	—	—	—	47	—	—	—	47
Radio & T.V. Arts.....	—	—	—	125	—	—	—	125
Refrigeration.....	—	—	72	—	—	—	—	72
Refrigeration and Air Conditioning.....	—	—	—	—	—	25	—	25
Secretarial Science.....	—	4	—	106	17	—	—	127
Sheet Metal.....	—	—	49	—	—	—	—	49
Textile Technology.....	—	—	48	—	—	—	—	48
Tool Making.....	—	—	48	—	—	—	—	48
Welding.....	—	—	45	—	—	—	—	45
Wireless Telecommunication.....	—	—	19	—	—	—	—	19
Woodworking.....	—	—	154	—	—	—	—	154
Totals.....	55	149	5,526	3,974	228	1,106	30	11,068

**TABLE 7—Assistance to Trainees under Technician Training Program (T) Program 2
April 1, 1962 to March 31, 1963**

<i>Province</i>	<i>Amount* Shareable by Federal Government</i>	<i>Number of Awards</i>		
		<i>Men</i>	<i>Women</i>	<i>Totals</i>
Newfoundland.....	—	—	—	—
Prince Edward Island.....	—	—	—	—
Nova Scotia.....	—	—	—	—
New Brunswick.....	32,759.60	78	—	78
Quebec.....	—	—	—	—
Ontario.....	55,950.00	229	29	258
Manitoba.....	—	—	—	—
Saskatchewan.....	22,310.00	101	2	103
Alberta.....	21,842.25	103	1	104
British Columbia.....	—	—	—	—
Yukon Territory.....	—	—	—	—
Northwest Territories.....	9,101.00	15	3	18
Totals.....	141,962.85	526	35	561

* Federal contributions in respect of awards under Program 2 are reflected in payments to provinces as shown in Table 5.

Assistance is available for training that reaches an agreed standard of qualification in the principles of science or technology and other fields with emphasis on the application thereof, except where such training is designed for university credit. Allowances may be provided to assist students in full-time training under this program.

There is an urgent need in Canada for research on technical course curricula and training facilities, especially training equipment. A member of the Branch is serving as National Correspondent for an international survey of the means and methods for the training of technicians in effect in each member-state of the Organization for Economic Co-operation and Development. This survey and recommendations for a revision of training means and methods are scheduled for completion in 1963.

Program 3—Trade and Other Occupational Training (T.O.)—The federal Government contributed \$8,172,691 for sharing in provincial expenditures under the Trade and Other Occupational Training program (see Tables 8 and 9). This program provides pre-employment training or retraining for persons over the compulsory school attendance age who have left elementary or secondary school and who require such training to develop or increase occupational competence or skills. The federal contribution last year was \$5,429,502.

The program offers training for many workers in primary industry, and for others preparing for entry to apprenticeship or those requiring a knowledge of only certain aspects of a trade. As with the program of Training for the Unemployed, apprentices indentured and registered under provincial

TABLE 8—Trade and Other Occupational Training (T.O.) Program 3—Payments

Province	Claims paid in 1962-63 to April 30, 1963		
	For Previous Year	For 1962-63	Total Payments
	\$	\$	\$
Newfoundland.....	—	60,462.32	60,462.32
Prince Edward Island.....	—	23,454.76	23,454.76
Nova Scotia.....	1,754.73	145,603.89	147,358.62
New Brunswick.....	33,240.84	218,446.60	251,687.44
Quebec.....	528,533.67	4,851,328.20	5,379,861.87
Ontario.....	149,858.74	394,298.17	544,156.91
Manitoba.....	—	49,271.96	49,271.96
Saskatchewan.....	4,540.73	191,540.75	196,081.48
Alberta.....	8,582.72	1,007,455.02	1,016,037.74
British Columbia.....	—	473,514.85	473,514.85
Yukon Territory.....	—	9,379.18	9,379.18
Northwest Territories.....	—	21,423.91	21,423.91
Totals.....	726,511.43	7,446,179.61	8,172,691.04

TABLE 9—Trade and Other Occupational Training (T.O.) Program 3—Enrolments

Province	In Training as of March 31, 1963
Newfoundland.....	138
Prince Edward Island.....	—
Nova Scotia.....	39
New Brunswick.....	380
Quebec.....	3,755
Ontario.....	379
Manitoba.....	27
Saskatchewan.....	53
Alberta.....	413
British Columbia.....	1,135
Total.....	6,319

apprenticeship legislation receive their regular trade training under the Apprenticeship Training Agreement, rather than under this program. Program 3 instruction may be given in full-time, part-time, day or evening classes, by day or block release or by correspondence courses. Courses of training may be from a few days to two years in duration.

There are 149 provincial institutes and trade schools that offer training under this program; next year there will be at least 20 more.

Program 4—Training in Co-operation with Industry (T.I.)—At present this is a relatively small, though growing, program. It called for a federal contribution of \$56,478 this year and \$31,176 a year ago (see Tables 10 and 11).

TABLE 10—Training in Co-operation with Industry (T.I.) Program 4—Payments

Province	Claims paid in 1962-63 to April 30, 1963		
	For Previous Year	For 1962-63	Total Payments
	\$	\$	\$
Newfoundland.....	—	—	—
Prince Edward Island.....	—	—	—
Nova Scotia.....	—	3,001.82	3,001.82
New Brunswick.....	2,860.25	9,265.83	12,126.08
Quebec.....	885.40	26,569.79	27,455.19
Ontario.....	—	161.71	161.71
Manitoba.....	—	1,474.40	1,474.40
Saskatchewan.....	—	—	—
Alberta.....	—	—	—
British Columbia.....	—	12,259.29	12,259.29
Totals.....	3,745.65	52,732.84	56,478.49

The program is designed for employed workers in single industries or groups of industries. Provincial training authorities and the industries themselves join in arranging and financing the courses offered, and the federal Government shares in the expenditures incurred by the provinces.

There are two aspects of the program, one for the training of supervisors and management personnel, the other for the upgrading and retraining of workers in the new and changing skills and processes required in industry to keep abreast of changing technology and consumer demand.

For many workers it is necessary to begin this training with courses to upgrade their basic education so that they can accept and assimilate training to meet the new requirements of their job. Three firms at Leaside,

TABLE 11—Training in Co-operation with Industry (T.I.) Program 4—Enrolments

Province	April 1, 1962 to March 31, 1963			
	Supervisory Training	Employed Workers		Total Enrolments
		Men	Women	
Newfoundland.....	—	—	—	—
Prince Edward Island.....	—	—	—	—
Nova Scotia.....	—	—	26	26
New Brunswick.....	—	86	213	299
Quebec.....	1,836	—	—	1,836
Ontario.....	74	27	3	104
Manitoba.....	—	55	—	55
Saskatchewan.....	—	—	—	—
Alberta.....	990	—	—	990
British Columbia.....	460	—	—	460
Totals.....	3,360	168	242	3,770

Ont., are co-operating with the Ontario Government in an experimental program to upgrade the basic education of a group of their employees to about the Grade X level.

Progress in the training of supervisors continued; 3,770 supervisors were trained this year and the task of developing new courses better suited to the needs of modern industry was begun. A survey revealed an increasing interest in the field of management education. Courses in small business management are being introduced.

Program 5—Training for the Unemployed (M)—Training was given this year to 38,439 persons (26,554 men and 11,885 women) who were registered with the National Employment Service as unemployed. Short courses (normally lasting six months but some as long as twelve months) in about 90

TABLE 12—Training of the Unemployed (M) Program 5—Payments

Province	Claims Paid in 1962-63 to April 30, 1963		
	For Previous Year	For 1962-63	Total Payments
	\$	\$	\$
Newfoundland.....	—	113,825.54	113,825.54
Prince Edward Island.....	—	88,356.62	88,356.62
Nova Scotia.....	14,860.09	401,720.58	416,580.67
New Brunswick.....	91,087.24	115,447.99	206,535.23
Quebec.....	583,504.12	1,072,090.52	1,655,594.64
Ontario.....	280,780.67	3,646,875.32	3,927,655.99
Manitoba.....	—	264,696.57	264,696.57
Saskatchewan.....	20,089.24	260,897.11	280,986.35
Alberta.....	—	251,570.07	251,570.07
British Columbia.....	—	541,181.52	541,181.52
Northwest Territories.....	—	4,240.06	4,240.06
Totals.....	990,321.36	6,760,901.90	7,751,223.26

TABLE 13—Training of the Unemployed (M) Program 5—Enrolments

Province	In Training		Enrolments		Total Enrolments	Days Training
	March 31, 1962		April 1, 1962 to March 31, 1963			
	Men	Women	Men	Women		
Newfoundland.....	147	9	240	6	402	30,405
Prince Edward Island.....	47	—	105	31	183	14,526
Nova Scotia.....	228	63	498	84	873	68,561
New Brunswick.....	1,716	225	1,696	439	4,076	99,468
Quebec.....	2,208	341	3,328	882	6,759	274,986
Ontario.....	2,319	919	10,071	5,202	18,511	883,870
Manitoba.....	570	240	1,082	433	2,325	141,140
Saskatchewan.....	180	145	523	329	1,177	66,317
Alberta.....	172	362	496	628	1,658	99,056
British Columbia.....	306	475	586	1,049	2,416	157,244
Northwest Territories....	—	—	36	23	59	2,766
Totals.....	7,893	2,779	18,661	9,106	38,439	1,838,339

occupations were operated in nearly 300 centres across Canada. All provinces gave sufficient days of training to qualify for reimbursement by the federal Government of 75 per cent of their training costs. The federal contribution for the year was \$7,751,223 (see Tables 12 and 13).

The lack of basic education, particularly in mathematics, science and communication skills, has been recognized as a most serious barrier to steady employment and even to the pursuance of vocational training or upgrading. There were 9,911 persons enrolled in "basic training for skill development" courses during the year. New Brunswick has continued an accelerated effort to overcome this barrier and, through the use of special co-ordinators, has established courses in 45 centres for 1,725 students during the year.

Several provincial Departments of Education have now arranged official recognition of the work done in courses for the unemployed and the participants can obtain certification of an equivalent standing as required for entrance into specific vocational courses or schools. Quebec and Ontario have made considerable progress in outlining courses of study, and other provinces have indicated that they are preparing to do similar work on standards for these short courses.

Program 6—Training for the Disabled (R)—This year training was given to 2,968 persons under the Training for the Disabled program, which provides for technical or vocational training, retraining or vocational assessment of any disabled person who, because of a continuing disability, requires training to fit him for employment in an occupation that is suitable in his case. (Tables 14 and 15). Such disabled persons are selected by special committees representing provincial and federal governments, and the costs are shared equally between the federal Government and the province concerned. Federal expenditures on the program were \$748,601. This sum included, however, nearly \$166,000 claimed by several provinces in respect of operations in the year 1961-62.

TABLE 14—Training of the Disabled (R) Program 6—Payments

Province	Claims Paid in 1962-63 to April 30, 1963		
	For Previous Year	For 1962-63	Total Payments
	\$	\$	\$
Newfoundland.....	—	9,450.87	9,450.87
Prince Edward Island.....	263.18	2,187.25	2,450.43
Nova Scotia.....	6,155.23	80,180.84	86,336.07
New Brunswick.....	14,411.28	37,671.51	52,082.79
Quebec.....	144,141.98	154,351.36	298,493.34
Ontario.....	—	214,989.33	214,989.33
Manitoba.....	—	36,466.27	36,466.27
Saskatchewan.....	793.07	30,977.43	31,770.50
Alberta.....	—	7,384.96	7,384.96
British Columbia.....	—	9,177.18	9,177.18
Totals.....	165,764.74	582,837.00	748,601.74

TABLE 15—Training of the Disabled (R) Program 6—Enrolments

Province	In Training March 31, 1962		Enrolments April 1, 1962 to March 31, 1963		Total Enrolments
	Men	Women	Men	Women	
Newfoundland.....	22	5	62	10	99
Prince Edward Island.....	4	4	4	1	13
Nova Scotia.....	63	21	102	28	214
New Brunswick.....	53	26	75	54	208
Quebec.....	287	170	182	323	962
Ontario.....	232	135	349	251	967
Manitoba.....	59	16	158	42	275
Saskatchewan.....	30	14	63	24	131
Alberta.....	4	7	19	8	38
British Columbia.....	12	6	29	14	61
Totals.....	766	404	1,043	755	2,968

Training may be provided in regular provincial or municipal schools, in special schools established by the provinces for physically handicapped persons, in private trade schools, or by on-the-job training. It is hoped to identify new and diverse occupations for which handicapped persons may be trained in the many new schools that will soon make additional space and facilities available.

Program 6 forms a very important and necessary link in the chain of activities making up the complete rehabilitation program for physically handicapped persons. The program makes provision for vocational assessment of trainees to determine their aptitudes, interests and abilities, in preparation for training.

TABLE 16—Training for Technical and Vocational Teachers (T.T.) Program 7—Payments

Province	Claims paid in 1962-63 to April 30, 1963		
	For Previous Year	For 1962-63	Total Payments
	\$	\$	\$
Newfoundland.....	—	6,081.04	6,081.04
Prince Edward Island.....	—	1,616.36	1,616.36
Nova Scotia.....	159.84	2,239.03	2,398.87
New Brunswick.....	1,788.84	12,169.79	13,958.63
Quebec.....	7,322.27	51,500.00	58,822.27
Ontario.....	32,339.46	30,095.67	62,435.13
Manitoba.....	—	3,515.87	3,515.87
Saskatchewan.....	—	13,439.08	13,439.08
Alberta.....	—	59,824.82	59,824.82
British Columbia.....	—	10,851.09	10,851.09
Totals.....	41,610.41	191,332.75	232,943.16

Program 7—Training of Technical and Vocational Teachers (T.T.)—

The federal Government contributed \$232,943 toward the provincial costs of operating programs for training occupationally competent persons as teachers, supervisors and administrators for the expanded technical and vocational programs (Tables 16, 17 and 18). This amount included financial assistance to students as well as the cost of instruction. All provinces have made provision for such programs. The great majority of teachers will receive five to nine months of pre-service training.

TABLE 17—Training for Technical and Vocational Teachers (T.T.) Program 7—Enrolments

<i>Province</i>	<i>School Year 1962-63</i>
Newfoundland.....	24
Prince Edward Island.....	—
Nova Scotia.....	39
New Brunswick.....	47*
Quebec.....	125*
Ontario.....	267
Manitoba.....	—
Saskatchewan.....	15
Alberta.....	68
British Columbia.....	16
Totals.....	601

*Estimated figure.

TABLE 18—Assistance to Trainees under Training Program for Technical and Vocational Teachers (T.T.) Program 7, School year 1962-63

<i>Province</i>	<i>Amount Shareable by Federal Government (1)</i>	<i>Number of Awards</i>					<i>Totals</i>
		<i>Inst. of Tech.</i>	<i>Trade Teachers</i>	<i>Voc. High</i>	<i>Super- visors</i>	<i>Admin.</i>	
	\$						
Newfoundland.....	—	—	—	—	—	—	—
Prince Edward Island.....	—	—	—	—	—	—	—
New Brunswick.....	27,504.00	—	42	—	3	—	45
Quebec.....	113,406.50	892	—	—	—	—	892
Ontario.....	—	—	—	—	—	—	—
Manitoba.....	7,465.00	—	6	51	2	1	60
Saskatchewan.....	—	—	—	—	—	—	—
Alberta.....	11,269.20	—	—	6	—	—	6
British Columbia.....	—	—	—	—	—	—	—
Yukon Territory.....	600.00	—	—	1	—	—	1
Northwest Territories.....	—	—	—	—	—	—	—
Totals.....	160,244.70	892	48	58	5	1	1,004

¹Federal contributions in respect of awards under Program 7 are reflected in payments to provinces as shown in Table 16.

Program 8—Training for Federal Departments and Agencies (G)—The federal Government contributed \$69,246 toward this program (Tables 19 and 20). Practically all of the training given this year was for marine occupations, including engineering, navigation and other training for deck officers, and smaller amounts of training for seamen. Because the majority of the marine personnel trained are not government employees, the federal contribution to the provinces in respect of training given under this program is 75 per cent rather than the 100 per cent possible for courses operated solely for government employees.

Facilities are being improved in several provinces and new accommodation is being provided in Newfoundland, Nova Scotia and Ontario. A radar simulator was installed in the new marine navigation quarters in Toronto and an instructors' course was operated in December on this equipment for

TABLE 19—Training for Federal Departments and Agencies (G) Program 8—Payments

Province	Claims paid in 1962-63 to April 30, 1963		
	For Previous Year	For 1962-63	Total Payments
	\$	\$	\$
Newfoundland.....	—	3,855.09	3,855.09
Prince Edward Island.....	—	—	—
Nova Scotia.....	19,713.74	18,850.35	38,564.09
New Brunswick.....	—	—	—
Quebec.....	3,948.08	18,068.34	22,016.42
Ontario.....	4,326.12	484.31	4,810.43
Manitoba.....	—	—	—
Saskatchewan.....	—	—	—
Alberta.....	—	—	—
British Columbia.....	—	—	—
Totals.....	27,987.94	41,258.09	69,246.03

TABLE 20—Training for Federal Departments and Agencies (G) Program 8—Enrolments

Province	April 1, 1962 to March 31, 1963	In Training March 31, 1963
Newfoundland.....	55	22
Prince Edward Island.....	—	—
Nova Scotia.....	396	374
New Brunswick.....	—	—
Quebec.....	190	—
Ontario.....	161	1
Manitoba.....	—	—
Saskatchewan.....	—	—
Alberta.....	—	—
British Columbia.....	—	—
Totals.....	802	397

navigation instructors from British Columbia, Newfoundland, Nova Scotia and Quebec. Each of these provinces expects the early installation of its own simulator.

An interdepartmental committee established to survey the needs for apprenticeship, technician and other types of training within the federal government service and to recommend means to provide such training is expected to make its final report at an early date.

In addition to this program, the Branch arranges with the provinces to engage instructors for schools operated by the armed services. There are 182 civilian teachers employed in such schools in Quebec, Ontario, Manitoba, Saskatchewan, Alberta and British Columbia. They are mainly academic teachers for soldier apprentice classes, language teachers in the language schools, and technical teachers in the various technical training establishments. They are all employed in teaching enlisted personnel.

Program 9—Student Aid (S.A.)—During the year 4,631 university students and nurses-in-training were awarded outright grants, loans or a combination of both under the Student Aid program (Tables 21 and 22). Since the inception of the program in 1939, 62,969 awards to students have been given.

Selection of candidates for this assistance is made by committees in each province and is on the basis of scholastic ability and financial need. Aid is given to university students in degree-granting courses other than theology, and to nurses-in-training in approved courses for professional nurses. The maximum that may be granted to any university student in one year is \$1,000; for nurses-in-training the maximum annual grant is \$200 per trainee. Partly because of the increasing numbers of candidates for aid and the fact that for the past seven years the amount of federal funds available for this program has been fixed, amounts allowed to individual students have been considerably less than the maximum authorized.

TABLE 21—Student Aid (S.A.) Program 9—Allotments and Payments

Province	Claims Paid in 1962-63 to April 30, 1963			
	Federal Allotment	For Previous Year	For 1962-63	Total Payments
	\$	\$	\$	\$
Newfoundland.....	8,000.00	—	8,000.00	8,000.00
Prince Edward Island.....	5,500.00	—	5,500.00	5,500.00
Nova Scotia.....	10,000.00	—	10,000.00	10,000.00
New Brunswick.....	15,000.00	14,900.00	—	14,900.00
Quebec.....	100,000.00	4,435.28	95,564.72	100,000.00
Ontario.....	100,000.00	—	100,000.00	100,000.00
Manitoba.....	7,500.00	—	7,450.00	7,450.00
Saskatchewan.....	30,000.00	—	30,000.00	30,000.00
Alberta.....	10,000.00	—	10,000.00	10,000.00
British Columbia.....	30,000.00	—	30,000.00	30,000.00
Yukon Territory.....	600.00	—	205.02	205.02
Northwest Territories.....	3,000.00	—	3,000.00	3,000.00
Totals.....	319,600.00	19,335.28	299,719.74	319,055.02

TABLE 22—Student Aid (S.A.) Program 9—Awards

Province	Agriculture	Applied Science	Architecture	Arts	Arts and Science	Commerce	Business Administration	Dentistry	Education	Teacher Training	English	Home Economics	Law	Medicine	Music	Pharmacy	Physical Education	Science	Forestry	Miscellaneous	University Students		Nurses in Training	Totals
																					Men	Women		
Newfoundland.....	—	—	—	—	—	—	—	—	594	—	—	—	—	—	—	—	—	—	—	—	316	278	—	594
Prince Edward Island.....	—	6	—	13	—	3	—	1	—	—	1	—	—	1	—	—	—	17	—	—	30	12	—	42
Nova Scotia.....	1	6	—	12	—	1	1	1	1	1	4	1	1	2	—	—	1	13	—	5	33	15	—	48
New Brunswick.....	—	2	—	1	—	5	—	—	8	—	—	2	—	—	1	—	10	—	—	10	34	5	—	39
Quebec.....	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	1,756	—	—	1,756	—	—	1,756
Ontario.....	—	126	12	270	—	—	—	62	49	—	—	25	115	9	36	13	—	—	11	44	584	198	10	792
Manitoba.....	1	3	—	7	—	1	1	1	—	—	—	—	—	6	—	2	—	8	—	2	24	7	—	31
Saskatchewan.....	—	4	—	11	—	1	—	—	52	—	—	—	—	1	—	—	—	—	—	—	55	15	1	71
Alberta.....	1	2	1	—	23	4	2	2	42	1	—	—	—	—	—	3	2	—	1	3	41	44	—	85
British Columbia.....	16	115	3	—	525	28	35	266	1	24	72	1	24	72	2	19	4	—	18	18	691	477	22	1,190
Yukon Territory.....	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Northwest Territories.....	—	1	—	—	4	1	—	—	4	—	—	—	—	—	—	1	—	—	—	—	7	9	3	19
Totals.....	19	265	16	314	552	44	102	1,016	7	52	197	61	30	1,794	30	84	3,571	1,060	36	84	3,571	1,060	36	4,667

NOTE: This table includes only those awards in which the federal Government shared under Program 9—Student Aid.

Apart from this program, the federal Government under Program 2 shares in financial aid for students who are training as technicians, and under Program 7 in similar aid for technical and vocational teachers in training.

Technical and Vocational Correspondence Courses—The federal Government shares with the provinces in the cost of preparing, revising, printing and servicing provincial technical and vocational correspondence courses recommended by an interprovincial committee, provided the province receiving assistance makes its correspondence courses available to residents of any province at the same price charged for such courses to its own residents. About 8,000 persons are currently enrolled in the 114 courses available. The federal contribution to the program this year was \$41,866.

Having in mind the growing interest in technical and vocational education and the increasing demand for instruction, the Interprovincial Committee on Canadian Technical and Vocational Correspondence Courses this year discussed ways and means to improve provincial correspondence training and to integrate it more closely with the total training program. One interesting suggestion was that correspondence courses be developed in basic educational subjects for the benefit of persons who have left the regular school programs without having obtained the necessary prerequisites for technical or trade or other occupational training. It was proposed that the subjects for inclusion be limited to applied mathematics, science and communications.

Apprenticeship Training Agreement

There was a further small increase this year in training activity under the Apprenticeship Training Agreement. This Agreement, first entered into by the federal Government and the governments of most of the provinces in 1944, has now been completed with all provinces except Quebec, Prince

TABLE 23—Apprentice Training—Allotments and Payments

Province	Federal allotment 1962-63	Claims paid in 1962-63 to April 30, 1963		
		For Previous Year	For 1962-63	Total Payments
	*	*	*	*
Newfoundland.....	55,000	—	53,206.03	53,206.03
Prince Edward Island.....	10,000	—	—	—
Nova Scotia.....	145,000	—	128,134.15	128,134.15
New Brunswick.....	95,000	—	89,729.58	89,729.58
Ontario.....	688,000	766.34	625,506.84	626,273.18
Manitoba.....	124,000	—	99,180.65	99,180.65
Saskatchewan.....	142,000	10,894.63	141,387.49	152,282.12
Alberta.....	590,000	—	525,537.05	525,537.05
British Columbia.....	500,000	—	497,378.70	497,378.70
Yukon Territory.....	—	—	—	—
Northwest Territories.....	750	—	424.35	424.35
Totals.....	2,349,750	11,660.97	2,160,484.84	2,172,145.81

TABLE 24—Apprentice Training—Class Enrolments

Province	Part-time Classes		Full-time Classes				Correspondence Courses		Total Enrolment	Hours Training Part-time Classes	Days Training Full-time Classes
	In Training Mar. 31/62	Apr. 1/62 to Mar. 31/63	In Training Mar. 31/62	Apr. 1/62 to Mar. 31/63	Pre-apprenticeship In Training Mar. 31/62	Post-employment In Training Mar. 31/62	In Training Mar. 31/62	Apr. 1/62 to Mar. 31/63			
Newfoundland.....	264	20	52	—	71	204	230	30	871	4,134	6,574
Nova Scotia.....	369	361	57	125	—	351	21	—	1,284	43,273	22,911
New Brunswick.....	750	1,038	66	98	9	85	27	37	2,110	58,459	10,956
Ontario.....	—	—	—	—	670	2,770	—	—	3,440	—	140,003
Manitoba.....	90	144	24	3	164	872	6	—	1,303	6,822	22,306
Saskatchewan.....	—	—	—	—	212	851	—	—	1,063	—	29,354
Alberta.....	—	—	22	30	697	3,718	—	—	4,467	—	111,172
British Columbia.....	305	1,940	160	449	75	620	—	—	3,549	124,132	63,910
Totals.....	1,778	3,503	381	705	1,898	9,471	284	67	18,087	236,820	407,186

Edward Island having signed the Agreement this year. The Agreement provides for the federal Government to share equally with the provinces in the costs of training programs for apprentices. This year the number of apprentices registered with the Departments of Labour of the provinces that have programs under the Agreement was 21,879, compared with 21,018 a year earlier; of these, 18,087 attended courses related to their trade. Apprentices were registered in more than 50 trades. Federal contributions to the program were \$2,172,145 (Tables 23, 24 and 25).

Apprentice training in Quebec is shared under Programs 3 and 5 of the Technical and Vocational Training Agreement. The regular assembly of monthly statistics has begun just recently but the fact that 1,945 students were attending courses in the Quebec apprenticeship centres at the end of March this year is an indication of the extent of the program there.

The provincial programs of apprenticeship are well established, standards are high and there is reasonable uniformity across the nation. British Columbia and Saskatchewan have recently had special conferences to consider ways to improve their programs. In Ontario, a Special Select Committee of the Legislature, studying manpower development, has made recommendations calculated to solve the problems that restrict apprenticeship.

The trade analysis program established through the co-operation of the apprenticeship branches is now recognized as a basic necessity for course construction and standardization in all types of technical and vocational training. Analyses of six more trades were completed this year, bringing to 24 the number prepared since the project was begun. One of the new analyses was published this year; the others will be available at an early date. The periodic revision of analyses to keep them abreast of changes in the trades was continued. Revisions of four more analyses were begun and one was completed.

Further progress was made in a study to determine the elements of mathematics and science required in trades training. The third phase of this study has been completed and it is planned to finish the project next year.

Thirty-two additional technical information sheets for use as teaching aids for the plumbing trade were published this year; 96 such sheets have been published to date. It is expected to have the remainder of the 200 sheets in this series printed in time for fall classes.

The production of interprovincial standards examinations is being increased rapidly. They are now being used in examining for seven trades and, up to this time, 3,129 interprovincial seals have been issued to candidates who have qualified in five of these trades. It is planned to complete standards examinations for five additional trades next year.

Advisory Bodies

In administering the Technical and Vocational Training Assistance Act, the Minister had the advice of the National Technical and Vocational Training Advisory Council, which met twice during the year. The Act provides that this body shall consist of 23 members to be appointed by the Governor in

**TABLE 25—Apprentices Registered with Provincial Departments of Labour
as of March 31, 1963**

	Nfld.	N.S.	N.B.	Ont.	Man.	Sask.	Alta.	B.C.	Total
Aircraft Technician.....	—	24	—	—	—	—	—	—	24
Auto-Body and Fender Repair Men.....	66	97	116	—	64	61	274	91	769
Barbers.....	—	—	—	103	2	—	—	38	143
Blacksmiths.....	—	—	—	1	1	—	—	—	2
Boiler Shop Workers.....	—	7	—	2	—	—	—	21	30
Boat Builders.....	—	—	—	—	—	—	—	45	45
Bricklayers.....	6	55	20	67	90	53	79	13	383
Cabinet Makers.....	—	—	7	6	—	—	—	—	13
Carpenters.....	77	135	185	194	156	250	249	221	1,467
Cooks.....	—	—	—	14	—	—	45	—	59
Diesel Elect. Engineers.....	28	—	—	—	—	—	—	—	28
Draftsmen.....	—	2	10	23	—	—	—	—	35
Electrical Construction Workers.....	152	169	166	901	349	176	716	279	2,908
Electrical Maintenance.....	3	42	36	100	11	—	—	—	192
Glass Workers.....	—	—	—	—	—	—	—	11	11
Hairdressing and Beauty Culture.....	—	—	—	702	—	3	—	77	782
Instrument Makers.....	2	—	19	29	—	—	—	14	64
Iron Workers.....	—	—	—	1	—	—	—	18	19
Jewellery and Watch Repair.....	—	—	—	13	—	—	—	17	30
Lathers.....	—	—	—	52	28	—	—	—	83
Linemen: Hydro.....	—	43	82	1	—	—	43	—	169
Linemen: Telephone.....	—	—	—	—	—	—	182	—	182
Machinists.....	10	53	37	204	42	—	64	156	566
Heavy Duty Mech.....	—	—	60	2	—	—	195	—	257
Knitting Machine Operators.....	—	—	—	1	—	—	—	154	155
Millworkers (Factory Woodworkers).....	—	—	3	8	23	—	—	—	34
Millwrights.....	3	—	66	35	—	—	5	41	150
Motor Vehicle Repair.....	177	176	337	3,784	483	353	1,334	264	6,908
Moulders.....	—	2	—	5	—	—	—	16	23
Office Machine Mechanics.....	—	—	—	—	—	—	—	10	10
Painters and Decorators.....	1	—	5	59	100	33	67	32	297
Pattern Makers.....	—	2	1	3	—	—	—	7	13
Plasterers ¹	—	—	—	33	35	—	40	18	126
Plumbers and Pipefitters.....	114	130	154	665	245	214	500	174	2,196
Printers.....	—	—	6	11	—	—	—	45	62
Radio (Maintenance & Repair Men).....	—	—	—	2	—	39	108	—	149
Refrigeration Workers.....	—	21	—	48	21	—	56	18	164
Sheet Metal Workers.....	2	70	43	480	120	98	310	130	1,253
Ship Fitters and Shipwrights.....	—	17	7	4	—	—	—	—	28
Sign Painters.....	—	—	—	1	—	—	—	17	18
Stationary Engineers.....	193	—	36	—	—	—	—	—	229
Gasfitters and Steamfitters.....	—	35	—	219	94	—	487	41	876
Steel Fabrication Workers.....	—	7	—	—	—	—	—	41	48
Structural Steel.....	—	3	—	3	—	—	—	—	6
Switchboard Operators.....	—	—	18	—	—	—	—	—	18
Tilesetters ²	—	—	—	2	20	—	23	—	45
Welders.....	5	2	56	16	—	48	554	30	711
Coppersmiths.....	—	—	3	—	—	—	—	—	3
Plastic Fabrication.....	—	8	—	—	—	—	—	—	8
Fibre Glass.....	—	4	—	—	—	—	—	—	4
Engine Operators.....	—	10	—	—	—	—	—	—	10
Shoemakers.....	—	—	—	5	—	—	—	—	5
Television.....	—	—	—	1	—	—	—	—	1
Miscellaneous.....	23	10	—	10	—	—	—	25	68
Totals.....	862	1,124	1,473	7,810	1,882	1,330	5,334	2,064	21,879

¹Included with bricklayers in New Brunswick.

²Included with bricklayers in British Columbia.

Council, one of whom shall be designated Chairman. The membership of the Council includes representatives of employers, employees, educators, agriculture, veterans and women's organizations. As the occasion demands, the Council appoints subcommittees to study matters and problems that are of special interest or concern. One such subcommittee has been making a continuing study of training for unemployed persons; another is concerned with agricultural education.

Two other committees, the Apprenticeship Training Advisory Committee, composed of a Chairman and 11 members representing the provinces, employers and organized labour, and the National Advisory Committee on Technological Education, with 11 members selected from technological institutions and associations and from industry, labour and governments, each met once during the year and reported to the Minister through the Advisory Council.

Another advisory body, the Interprovincial Technical and Vocational Correspondence Courses Committee, is made up of provincial representatives specializing in correspondence courses. This Committee, which advises on the preparation and revision of courses and other related matters, met once during the year.

**Comparative Statement of Expenditures for 1961-62 and 1962-63
by Object of Expenditure**

<i>Object</i>	<i>Expenditures</i>	
	<i>1961-62</i>	<i>1962-63</i>
Salaries and Wages.....	\$ 3,023,295	\$ 3,226,954
Overtime.....	4,774	3,378
Civilian Allowances.....	26,510	28,791
Professional and Special Services.....	684,668	724,974
Travelling and Removal Expenses.....	113,030	118,810
Freight, Express and Cartage.....	7,885	7,651
Postage.....	8,960	9,333
Telephones, Telegrams and Other Communication Services.....	33,400	29,877
Publication of Departmental Reports and Other Material.....	158,783	177,856
Films, Displays and Advertising.....	473,065	490,245
Office Stationery, Supplies, Equipment and Furnishings.....	177,670	146,002
Repairs and Upkeep of Equipment.....	196	—
Pensions, Superannuation, etc.....	2,020,713	2,190,999
Other Expenditures.....	177,390	228,616
Total Operating Expenses.....	6,910,339	7,383,486
Contributions, Grants, Subsidies, etc.....	60,441,721	235,475,048
Total Expenditures.....	\$67,352,060	\$242,858,534

Comparative Statement of Expenditures for 1961-62 and 1962-63

<i>Vote</i>	<i>Expenditures</i>	
	<i>1961-62</i>	<i>1962-63</i>
Departmental Administration, including a grant of \$10,000 to Frontier College, the Minister's salary and motor car allowance and the expenses of the International Labour Conferences.....	\$ 1,343,221	\$ 1,352,816
Economics and Research Branch, including research grants and related expenses.....	793,647	841,768
Annuities Act		
Administration.....	1,191,115	1,199,387
Pension Plan.....	11,000	—
Industrial Relations activities including the administration of the Industrial Relations and Disputes Investigation Act, the Canada Fair Employment Practices Act, the Female Employees Equal Pay Act, the Fair Wages and Hours of Labour Act, the Annual Vacations Act, and Regulations, and the promotion of labour-management co-operation.....	600,582	723,034
Civilian Rehabilitation Branch including payments to the provinces to implement a program for the rehabilitation of disabled persons, in accordance with terms and conditions approved by the Governor in Council.....	265,536	407,619
Special Services Branch including the promotion of a program for combatting seasonal unemployment, the organization and use of workers for farming and related industries and assistance to the provinces under agreements entered into with the provinces by the Minister of Labour with the approval of the Governor in Council.....	564,307	535,110
Payments to the provinces under the Municipal Winter Works Incentive Program		
1959-60 program.....	85,459	—
1960-61 program.....	21,805,645	—
1961-62 program.....	2,457,109	23,790,867
1962-63 program.....	—	3,262,732
Technical and Vocational Training Assistance		
Administration.....	142,563	250,061
Payments to the provinces.....	35,729,624	207,915,439
Administration of the Government Employees Compensation Act.....	112,671	113,569
Payments of Compensation respecting Government Employees..	2,248,831	2,466,132
Miscellaneous Gratuities.....	750	—
Totals, Department.....	<u>\$67,352,060</u>	<u>\$242,858,534</u>

Economics and Research

NEW AND more exacting demands for the services of the Economics and Research Branch arose during 1962-63. This resulted in a stepping-up of activity in the gathering of information to meet the increased day-to-day demands, and new developments in the planning and programming of the continuing activities of the Branch. In keeping with the quicker tempo of the demands for information and analysis concerning the needs of industry and labour, there was an increase in the volume of reports and publications prepared and issued by the Branch.

Those responsible for administering government employment programs continued to draw heavily upon available information about the labour force, its abilities, needs and organization.

As in the past, Branch personnel took part in committee work arising out of the current legislative program, the International Labour Organization, the programs of such groups as the Organization for Economic Co-operation and Development, and in the activities of other national and international organizations.

Work continued on the preparation of new reports for publication in the Labour-Management Research Series. A report in this series on the subject of vacations with pay in Canada was completed and scheduled for printing early in 1963-64.

A new series of bulletins, designed for quick release of concise and topical information concerning professional manpower resources, was introduced during the year.

In the skilled manpower training research programs, a special study concerning high school students in transition from school to work was completed early in 1963.

An example of co-operative projects with provincial governments, special studies of employment and unemployment in New Brunswick and Nova Scotia were approaching completion at the end of the fiscal year.

The Branch continued its administrative work on the Labour Department-University Program, with which it has been closely associated since the inception of the program in 1951. Under this program, and in co-operation with Canadian universities, grants are made available to faculty members and postgraduate students to facilitate research projects directed to a better understanding of the characteristics and role of manpower in the Canadian economy. During 1962, grants were awarded for eight new projects, bringing the total to 75 since the inception of the program. As a result of these awards the body of knowledge on a number of complex problems in the field of industrial relations has greatly increased through the publication of books and articles.

The eleventh edition of *Working and Living Conditions in Canada* (1962) was prepared in collaboration with the Department of Citizenship and Immigration. Under their auspices, it was published in six foreign languages. Including the English and French editions, total distribution was approximately 85,000.

Labour-Management Relations

The Labour-Management Division conducts annual surveys of wage rates, salaries and standard hours of work, working conditions in industry, and labour organizations. The Division also maintains an extensive file of collective agreements, and makes a monthly survey of current collective bargaining developments. Continuing surveys of strikes and lockouts and industrial accidents are also conducted. The results of those surveys are made available in the various publications of the Branch and in *The Labour Gazette*. The Division answered an increased number of inquiries.

In addition to the various survey programs, research and exploratory studies dealing with a wide range of issues and problems in the field of industrial relations and labour economics have been conducted.

Wage Rates, Salaries and Hours of Labour—During the past year some 1,900 paying subscribers, representing a substantial section of management and labour across Canada, received the results of the 1961 Survey of Wage Rates, Salaries and Hours of Labour. Results of this annual survey of more than 1,000 occupations were issued in loose-leaf form from March to July and later in a 400-page bound volume, *Wage Rates, Salaries and Hours of Labour*. In addition, wage and salary information is compiled every year to answer several hundred special inquiries. These originate from such sources as corporations and labour unions seeking information for collective bargaining purposes, and research investigators.

As in the past, data from the most recent wage survey were supplied to several organizations, including such agencies as the Pay Research Bureau of the federal Civil Service Commission, various provincial governments, the International Labour Organization, the Primary Textiles Institute and the Canadian Retail Federation.

In 1962, the survey coverage was increased by some 2,000 establishments to a total of 27,000 employer-reporting units in all sectors of Canadian industry. Canadian employers continued their active co-operation for the 1962 survey and the Department has received a very high proportion of completed returns.

Development work proceeded during the year on a program to convert the processing of the Wage Rate Survey to computer operations. This work will continue during the next fiscal year with the object of processing the 1963 Wage Rate Survey by computer methods on an experimental basis.

Working Conditions—The 1962 Survey of Working Conditions was based on a mailing list of more than 27,000 industrial establishments. Questionnaires were sent on May 1. The statistical information obtained as

a result of this survey was again processed by an electronic computer and has already been published in the annual report, *Working Conditions in Canadian Industry, 1962*.

In planning the 1963 survey, consultations were held with provincial government agencies, Treasury Board and a number of other federal government agencies, and with several trade and labour associations. As a result, the questionnaire for the 1963 survey covered pension plans, group life insurance, sickness and accident leave benefits, maternity leave and educational assistance, as well as the standard items covered every year: normal hours of work, paid statutory holidays, paid vacations and the number of employees covered by collective agreements.

One special study in the Labour-Management Research Series, on paid vacation practices in Canadian industry, was completed. Publication of the study is scheduled for July 1963.

Measurement of Employer Expenditures on Wage and Salary Supplements—The Division, in collaboration with the Dominion Bureau of Statistics, has for some time been engaged in developmental work on the measurement of employer expenditures on wage and salary supplements. This work has had a two-fold purpose: first, it was designed to develop a practical classification of wage and salary supplements, or "fringe benefits" as they are commonly called, and second, to develop a practical survey procedure and questionnaire for the measurement of employer expenditures on them. This work has recently been completed, and is now ready for full-scale application in an experimental survey covering non-office workers in two manufacturing industries. It is hoped that a comprehensive survey program will ultimately be established to cover all workers in all Canadian industries.

Collective Bargaining—During the year, the Branch continued to provide, through the pages of *The Labour Gazette*, a monthly review of major labour-management negotiations in Canada, listing the unions and companies engaged in bargaining and the progressive stages of negotiations, and giving summaries of the settlements. This information was supplemented by annual and semi-annual tables showing the extent of the negotiations required to reach agreement, and the wage settlements arrived at through collective bargaining. All agreements covering 500 or more employees, except in the construction industry, were included in the review, which was produced with the assistance of the Industrial Relations Branch.

As in previous years, extensive use was made of the up-to-date file of collective agreements maintained in the Branch for ready reference in assembling data for administrative purposes and in dealing with inquiries from companies, unions, and the general public. Also during the year, the Branch completed and prepared for publication the first of a projected series of studies intended to help meet the demand for systematic data on the provisions of collective agreements in Canada. This study dealt with a wide range of provisions in agreements covering non-office employees of major manufacturing establishments.

For the 51st consecutive year, a survey was made of national and international union headquarters, central labour congresses, and independent local organizations. The data obtained from the survey were published in *Labour Organizations in Canada, 1962*. This handbook contains statistical tables on union membership, a comprehensive directory of labour organizations with names of their principal officers, publications, and the distribution of union locals. To supplement this handbook, the Branch published statistical tables in *The Labour Gazette*, showing the distribution of union membership in Canada by industry, province, and labour market area. These tables were based on another survey directed to nearly 7,000 individual union locals across the country. As in previous years, the surveys of labour organizations were carried out on a co-operative basis with certain provinces, which otherwise would have had to conduct their own surveys in this field.

Strikes and Lockouts—Detailed statistical information on strikes and lockouts was published each month in *The Labour Gazette*, and another edition of the annual *Strikes and Lockouts in Canada* was prepared for release. As in previous years, this information was compiled on the basis of reports from the Unemployment Insurance Commission.

Industrial Injury Statistics—At a conference held during the previous fiscal year, an agreement was reached between the Branch and the Statistics Subcommittee of the Workmen's Compensation Boards of Canada to set up a Federal-Provincial Work Injuries Statistics Program, with the object of developing comprehensive data on compensable work injuries in Canada. After a series of bilateral discussions to consider the necessary technical arrangements, the program went into operation during the year on a limited basis.

With the co-operation of provincial Workmen's Compensation Boards, the Branch continued to publish, in annual and quarterly articles in *The Labour Gazette*, information on industrial fatalities.

The Branch continued to act as a clearing house for reports on elevator accidents. The object of this program is to assist provincial elevator inspection agencies in the various provinces in exchanging information on accidents requiring investigation. It was undertaken at the request of provincial elevator inspectors, through the Canadian Association of Administrators of Labour Legislation.

Labour-Management Relations Research—Studies of wage, cost and productivity movements in individual Canadian industries are in progress as part of a more general research program to assess the impact of wage and salary movements on prices and the international competitive position of Canadian industry. The first stage of this work, which is nearing completion, involves an analysis of the impact of recent wage trends on costs of production and prices in a number of Canada's "import-competing", "export" and "domestic" manufacturing industries. This study is currently being extended to an international comparison of wages, costs and productivity in some of these industries with their competitors in the United States and the United Kingdom.

A second major project currently being undertaken is an analysis of wage differentials and their relation to labour mobility. In recent years significant changes have taken place in the structure of Canada's labour force in response to technological change, the growth of new industries and changing patterns of international trade. As a result, there has been an increasing interest in the role played by the wages system in the allocation of manpower resources and the extent to which this role has promoted and facilitated the adjustments necessary for the efficient performance of the economy. This research project will attempt to assess the role of the wages system in the efficient allocation of manpower among industries, regions and occupations.

During the past year a study was conducted jointly with the Dominion Bureau of Statistics and other government departments on the meaning and measurement of productivity.

Two new major research projects were begun during the year. These were a study of the low income population and a study of hours of work in Canada. The purpose of the low income study is to identify the low income population, study its characteristics, determine the reasons for low income and assess remedies that may be advanced to alleviate poverty. The hours of work study is concerned with an historical investigation of hours of work in Canada and the relation of hours of work to economic growth. Particular attention will be paid to the relation between hours of work and employment, which is currently an important issue in collective bargaining.

Employment and Labour Market

The Employment and Labour Market Division prepares regular reviews of present and future labour supplies and requirements by areas and industries. Research was initiated during the year on a number of specific aspects of the labour market. An investigation was made of factors influencing the respective unemployment levels in Canada and the United States. In co-operation with the Dominion Bureau of Statistics, the Division also initiated research on multiple jobholding, on family characteristics of the unemployed and on the relationship between employment and family income.

Analysis of employment and unemployment conditions in specific local areas continued this year as part of the Government's Special Capital Cost Allowances Program. This program, which was initiated in 1961, provides for a tax advantage in the form of accelerated depreciation to firms that produce products new to Canada or new to a specific area that has been designated by the Government. Local authorities of areas wishing to become eligible under the program may apply to the Department of Labour for designation. After an investigation by the Department of Labour in co-operation with the National Employment Service, the area may be declared a surplus manpower area for purposes of the program.

The number of applications from municipalities for designation was substantially smaller than in the first year of the program. From its beginning

in June 1961 to the end of the fiscal year, 35 areas, accounting for 53 applying municipalities, were designated as surplus manpower areas; 45 were found to be not qualified for designation; and one application was withdrawn. Investigation of one area was still under way at the end of the year.

The Employment and Labour Market Division continued to prepare regular reports based on studies of employment, productivity, mobility, seasonal influences, and related problems. Information on economic developments was continually analyzed for evaluation of the economic outlook, with particular reference to employment and unemployment. Studies of the characteristics and trends in labour supplies were continued.

The analyses of specific labour market developments and related problems were prepared for circulation within the Government, and for publication in *The Labour Gazette* and elsewhere. Those published in *The Labour Gazette* each month consisted of statistical data and analysis of changes in the labour market situation in Canada in five economic regions and more than 100 local labour market areas.

During the year, the Employment and Unemployment Outlook Section carried on a continuous analysis of current information on economic trends. This analysis is for the evaluation of the short-term economic outlook, with particular reference to employment and unemployment. To improve this analysis, a number of research projects were carried out. Studies of the characteristics and trends of labour supplies were also conducted during the year.

Labour Market Research and Development—The results of several field studies in Nova Scotia and New Brunswick were incorporated in a larger study of seasonal unemployment in the two provinces. This report was nearly finished by the end of the year. The study is a joint federal-provincial project undertaken for the federal and provincial Departments of Labour.

Manpower Analysis

The Manpower Resources Division is concerned with the planning, direction and development of research into the nature of changes in Canadian manpower supplies and requirements. The research is a continuous process, involving studies concerning the causes of the changes in supply and demand, and assessment of the implications of these changes in ways that will lead to the diagnosis and solution of problems of manpower training and utilization.

Professional Manpower—The program of survey and research work in the field of professional manpower was continued during the year. The annual sample survey of engineers and scientists based on the Register of Scientific and Technical Personnel, supplemented by periodic surveys of employers, provides much of the basic data for studies in the supply, demand and utilization of professional manpower. Co-operative survey arrangements were continued during the year with the Agricultural Institute of Canada, the Canadian Institute of Forestry, and the Chemical Institute of Canada.

The eighth Biennial Survey of Employment and Requirements for Engineering and Scientific Manpower was undertaken in the spring of 1962. A number of major changes were made in this survey. For the first time the survey coverage was extended to include some fields in the social sciences, and information was requested from employers on the extent of vacancies in engineering and scientific positions as well as on the type of function being performed by engineers and scientists and on the extent of turnover. A change was also introduced into the forecasting procedure itself. In previous surveys employers were requested to estimate future requirements for the subsequent three-year period but in the 1962 survey they were asked to estimate future requirements for the subsequent two years, 1963 and 1964, and for a five-year period to 1967.

Taking effect with the publication of No. 12 in the Professional Manpower Bulletin Series of booklets, the general title of this series was amended to Professional Manpower Report as being a more suitable identification for lengthy types of analyses. The booklets in this category will continue to be published in the same format.

Two more reports were published in this series during the year: Professional Manpower Report No. 12, *Employment and Earnings in the Scientific and Technical Professions*; and Professional Manpower Report No. 13, *Employment Outlook for Professional Persons in Scientific and Technical Fields, 1962-1964*, based on the final results of the 1962 Biennial Survey of Employment and Requirements for Engineering and Scientific Manpower.

A new publication series was initiated during the year with the object of ensuring a prompt means for issuing preliminary and advance information, pending the publication of more comprehensive analyses. The title of this series will, henceforward, be known under the general title of Professional Manpower Bulletin.

The first in this new series, Professional Manpower Bulletin No. PM/1, was published under the title, *The 1962 Survey of Employment and Requirements for Engineering and Scientific Manpower*.

The sixth *Directory of Canadians Studying in the United States*, relating to the academic year 1962-1963 and covering both undergraduate and post-graduate students, was published during the year.

The preparation of a statistical handbook on professional manpower progressed during the year. The purpose of this handbook is to provide interested persons and agencies with a ready reference to selected statistics on professional manpower.

A Subcommittee on Professional Manpower Statistics of the Advisory Committee on Professional Manpower was set up during the year. The role of the Subcommittee, which is advisory in nature, is to bring together interested agencies in order to discuss statistical needs, to make suggestions for improving statistics in the field and to eliminate overlapping and duplication of statistics in this area. A number of meetings have been held.

The services of a member of the staff were made available to the Royal Commission on Health Services during most of the fiscal year in connection with a manpower study of the paramedical occupations.

Skilled Manpower—Further research was carried out during the year on the manpower effects of technological change in industry and in the office.

A study of the manpower effects of technological change in the Maritimes area of the CNR has been completed and publication is planned for late summer 1963. A paper based on this report, entitled "New Technologies and Changing Manpower Requirements in Canadian Railroads," is to be presented to the Industrial Relations Research Association's Spring Meeting to be held in Montreal in May 1963.

In the summer of 1962, research was begun on a study of the employment and occupational effects of technological changes in two railway shops in the Montreal area. This work has been completed and the second phase of the study, which will be concerned with a detailed investigation of the adjustments made to technological changes at the management, union and worker levels, is to be undertaken this summer. The purpose of this second phase of the railway shops study is to determine those factors in the institutional structure of collective agreements and union and management policy which have facilitated or hindered the process of worker adaptation to technological change.

Three research studies are in progress in the area of office automation. The first is a case study of the introduction of a large-scale computer system in a Canadian insurance company. One interim report, Report No. 9B, *Electronic Data Processing Occupations in a Large Insurance Company*, was issued in 1961, and it is planned to issue a final report in late 1963.

A second mailed survey covering all computer installations in Canada was conducted in July 1962 to get a general view of EDP as it is developing in Canada. It will provide information on the number of computers in operation, the sorts of organizations using computers, the kinds of work performed by the computers, the number and kinds of people employed in EDP occupations, shortages of EDP personnel, and salaries paid to EDP personnel by occupation. A report is planned for publication by mid-summer 1963.

A third phase of the office automation research, being conducted through field interviews at a selection of eight large-scale installations, is designed to provide information on the employment, occupational and training implications of EDP, as well as on the adjustment problems that have arisen. Field interviewing will be completed this summer and a report prepared for release late in 1963.

Work progressed on the development of data on occupational trends in Canada. The purpose of this work is to provide information on occupational requirements as a guide in the provision of training programs to meet developing needs. The research is concerned with what has been happening to occupations over time, both nationally and by industry, and the factors underlying such changes, as a means of shedding more light on the forces that determine the need for different types of workers and as a basis for making forecasts of occupational requirements.

A special report on occupational trends in Canada covering the period 1931 to 1961 is scheduled for publication in the summer of 1963. The report will present comparable census data for the labour force for 13 major occupational groups and 119 selected occupations, together with an analysis of significant occupational changes that have taken place over the period.

A report published by the Province of New Brunswick entitled *Occupational and Training Needs in New Brunswick* was based on a study sponsored jointly by the federal Government and the Province.

A special study entitled *Transition from School to Work* was completed and is scheduled for publication in May 1963. This study traces the experience of students born in 1940 in a medium-sized Canadian industrial community as they passed through the high school system and entered the world of work or went on to further education and training. The authors, two sociologists, deal with such topics as: Who gets where in the school system and how? How are jobs found by newcomers to the work world? How is school achievement linked to job opportunities and income? Who faces unemployment? How effective is guidance in the school system? Who proceeds from high school to further education? Do boys and girls fare similarly in these matters?

A joint Dominion Bureau of Statistics-Department of Labour mailed survey of organized training programs in industry is planned for June 1, 1963. The last survey of this type was conducted by the Economics and Research Branch in 1959, covering the training of skilled tradesmen and technicians in four industry sectors: mining, manufacturing, transportation and communication, and public utilities. In the new survey, information on training programs for first-line supervisory personnel will also be obtained for the first time. The survey is also being used to determine the interest of establishments in government assistance for such programs, as provided for under the Technical and Vocational Training Assistance Act.

New research being considered includes the following: the manpower effects of technological change in the service industries, a study of vocational guidance in Canada, a study of the school drop-out problem, and an evaluation of the performance of selected training programs both in the formal school system and in industry.

The research projects described are part of the Skilled Manpower Training Research Program which began in 1956 as a result of discussions with provincial training authorities and labour and management groups. The program has followed four main avenues of investigation: the extent and nature of technological changes in the plant and the office and their effects on skilled manpower requirements and training needs, how selected groups of skilled workers have acquired their competence, the extent of public and industrial training facilities in Canada, and occupational requirements.

Complementary work in the Skilled Manpower Training Research Program has proceeded in the Vocational Training Branch with the co-operation of the Economics and Research Branch. Two major studies have been completed in the past year. Report No. 5D, *Vocational Training Needs*

in Agriculture, has already been published. The second study is concerned with the kinds of training programs that can usefully be developed in industry on a co-operative basis with provincial governments under the training-in-industry provision of the Technical and Vocational Training Assistance Act.

Papers presented during the year by members of the Training Research Section of the Economics and Research Branch included "Technology as a Determinant of Manpower Requirements," "Automation and the Changing Meaning of Work," and "Occupational Trends and Their Implications for Education, Training and Guidance."

Occupational Analysis—In addition to the work on vocational training and the increase of skilled manpower, the Division provides occupational information for vocational guidance purposes. The "Canadian Occupations" series, started in 1949, provided monographs and filmstrips on single occupations. The current series includes not only monographs on single occupations, but also others combining groups of related occupations within a single cover. Currently available are 33 monographs and 19 filmstrips.

Efforts of the Division have been concentrated on the revision and reissue of monographs of which stocks are becoming exhausted. During the past year, two monographs were completed and published: *Careers in Drafting*, and *Technicians in Science and Engineering*. Work is going forward on revised editions of the following: *Office Occupations*, *Printing Trades*, *Mining Occupations*, and *Careers in Construction*. In addition, work is proceeding on two new publications, *Careers in Health Service*, and *Metal Working Occupations*. These booklets will combine a number of occupations formerly dealt with in separate booklets which are now out of print.

During the year, the Canadian Occupations series of information bulletins was inaugurated. The bulletins, of four pages each, will provide a convenient means of supplying occupational information.

Scripts and instructional manuals have been completed for three filmstrips, *Careers in Library Service*, *Electronic Computer Occupations* and *Electrical and Electronic Occupations*.

Interest in and emphasis on vocational guidance has increased considerably over previous years. A total of 1,275 requests for occupational and related information were answered by mail and 11,582 booklets sent out. Approximately 73,500 booklets were sold to the provincial Departments of Education, the National Employment Service, and individual buyers. Additional booklets ordered by the Department of Citizenship and Immigration in both English and French language editions for distribution abroad brought the total sales to almost 96,000 compared with the previous year's total of 50,000.

Correspondence and Reports Service

Some 1,500 inquiries were handled during the year by the Correspondence and Reports Service; 62 per cent of them concerned various aspects of wage statistics. These were in addition to inquiries of a specialized

nature, and others requesting occupational information, which were processed by specialists within the Branch.

Information on labour matters was prepared for the 1962 edition of the *Canada Year Book* and for the official handbook, *Canada 1962*, both published by the Dominion Bureau of Statistics. Material was supplied to the *Statesman's Year Book* published in London, England.

A substantial amount of statistical information was compiled for the International Labour Organization's *Year Book of Labour Statistics*. This work entailed the co-ordination of data provided by the Dominion Bureau of Statistics and the Department of National Health and Welfare.

Reports were compiled and sent to the International Labour Office for use of two industrial committees of the International Labour Organization—the Textiles Committee and the Iron and Steel Committee—at their next sessions in 1963.

A special report was compiled for the ILO providing information for use in the preparation of material to be submitted to the Tripartite Technical Meeting for the Food Products and Drink Industries to be held in 1963.

A major report for the ILO was the Cost of Social Security in Canada for the years 1958, 1959 and 1960. This work required the co-ordination of extensive data provided by the Department of National Health and Welfare, the Dominion Bureau of Statistics and the Unemployment Insurance Commission concerning federal, provincial and municipal expenditures on social welfare.

Labour Gazette

REFLECTING the Department's growing emphasis on education and training, and the country's increasing concern with making Canada competitive by increasing productivity, many of the articles in *The Labour Gazette* during 1962-63 were on these subjects.

Two articles were published during the year on the Canadian Conference on Education. In the April number, a report of the Conference was carried, which report included a summary of the paper presented by the Director of the Technical and Vocational Training Branch. In the May number, a digest of a study undertaken for the Conference was printed; a digest of another of the studies had been published in the March 1962 number. In addition, accounts were published on meetings of the National Technical and Vocational Training Advisory Council, the Apprenticeship Training Advisory Committee, National Advisory Committee on Technological Education, on the National Advisory Council on the Rehabilitation of Disabled Persons, and on the National Conference on Agricultural Training.

Articles on the improving of Canada's competitive position by increasing productivity appeared in the October 1962 and February 1963 numbers. In addition, meetings of and seminars sponsored by the National Productivity Council were fully reported, and digests of the Council's first annual report and of the report of the Council's mission to Europe were published. The National Industrial Expansion Conference was also reported.

The reports of the Nova Scotia Fact-Finding Body on Labour Legislation (the McKinnon Report), the Ontario Royal Commission on Labour-Management Relations in the Construction Industry (the Goldenberg Report), and the Committee of Inquiry into the Unemployment Insurance Act (the Gill Committee) were summarized.

The "Department of Labour Today" page, tentatively introduced in the February 1962 number, became a permanent feature of *The Labour Gazette* with the July number.

Average monthly circulation of *The Labour Gazette* in 1962-63 was 13,696, a slight increase from the 13,494 in 1961-62. Average monthly circulation, French and English, for the last two years was:

	1962-63			1961-62		
	<i>Paid</i>	<i>Complimentary</i>	<i>Total</i>	<i>Paid</i>	<i>Complimentary</i>	<i>Total</i>
English edition.....	5,355	5,796	11,151	5,234	5,800	11,034
French edition.....	1,135	1,410	2,545	1,098	1,362	2,460
Total.....	6,490	7,206	13,696	6,332	7,162	13,494

Civilian Rehabilitation

THE FEDERAL-PROVINCIAL program has, in the past, laid the foundations for a comprehensive vocational rehabilitation program designed to reach all disabled Canadians. The new Vocational Rehabilitation of Disabled Persons Act gives statutory authority for the program and provides a more solid base upon which to build vocational rehabilitation measures in each province and to stimulate co-ordinated and accelerated development in the future. The Act empowers the Minister of Labour to enter into agreements with any province for the equal sharing of costs of vocational rehabilitation for disabled individuals.

Under the terms of the new Act, new federal-provincial agreements for a period of six years became effective on April 1, 1962 and were signed by nine provinces.

During the year, the Branch administered financial forms of assistance to provincial governments either under existing agreements or new agreements completed with the provinces. The Branch intensified its efforts to encourage the greater use and development of vocational rehabilitation services in order that more of Canada's disabled persons might benefit.

The following table indicates the economic soundness of investing public funds to assist disabled persons to become productive members of society.

TABLE 1—Rehabilitation Cases on Which Full Details are Available

Period	Number of Cases	Males	Females	Number of Dependents	Estimated Annual Cost for Support	Estimated Accumulative Support Savings	Annual Earnings After Rehabilitation	Estimated Accumulative Earnings
					\$	\$	\$	\$
Up to March 31, 1957	1,001	686	315	610	450,532	450,532	1,750,753	1,750,753
Fiscal Year 1957-1958	1,055	683	372	826	948,460	1,398,992	1,860,165	3,610,918
Fiscal Year 1958-1959	1,174	745	429	877	1,232,040	2,631,032	2,219,380	5,830,298
Fiscal Year 1959-1960	1,462	941	521	1,146	923,240	3,554,272	2,683,403	8,513,701
Fiscal Year 1960-1961	1,614	1,044	570	1,276	954,304	4,508,576	2,730,502	11,244,203
Fiscal Year 1961-1962	1,669	1,079	590	1,300	902,919	5,411,495	3,198,547	14,442,750
Fiscal Year 1962-1963	1,814	1,186	628	1,400	1,118,891	6,530,386	3,401,979	17,844,729
Totals	9,789	6,364	3,425	7,435	6,530,386	24,485,285	17,844,729	63,237,352

Conferences—Members of the staff participated in the Canadian Conference on Sheltered Employment at Ste. Adele, Que., during the year. The conference was called because of increasing concern among those working in the field of rehabilitation for those whose disability, whether physical, mental or emotional, is such that they are unable to compete readily in the open labour market.

Staff members addressed or participated in panels and workshops at several other meetings and conferences. At the annual conference of the National Rehabilitation Association in Detroit, Canada's National Co-ordinator was awarded the citation of the United States "People to People" program.

World Commission on Vocational Rehabilitation—The National Co-ordinator continued to serve during the year as Chairman of the World Commission on Vocational Rehabilitation. This Commission was established to provide an exchange of ideas throughout the world in order to emphasize the importance of suitable employment as the ultimate goal of all rehabilitation efforts.

Co-operation with Other Departments—The Branch continued its co-operation with the National Employment Service and the Department of National Health and Welfare, which administers the Health Grants, including the Medical Rehabilitation and Crippled Children Grant. The Department of Veterans Affairs has continually contributed the benefit of its experience in the vocational rehabilitation of veterans to all phases of the federal-provincial program.

Federal Vocational Rehabilitation Assistance

Since May 1953 the Department, through the federal-provincial Co-ordination of Rehabilitation of Disabled Persons Agreements, has provided financial assistance to provinces to co-ordinate rehabilitation services for the handicapped. Under these Agreements the Federal Government contributed to each province on a matching basis to help pay the salaries and travelling expenses of a Provincial Co-ordinator and staff and the costs of supplying other services necessary to the vocational rehabilitation of an individual. Nine provinces signed such Agreements and appointed Provincial Co-ordinators.

Also in 1953, the Department extended vocational training to the disabled under the Canadian Vocational Training Co-ordination Act and this has been continued under the Technical and Vocational Training Assistance Act. At the same time the National Employment Service made its special placement facilities available to the disabled who were considered ready for employment.

Grants for hospital construction, tuberculosis control, crippled children and mental health, available through the Department of National Health and Welfare, can in some instances be applied to rehabilitation projects. In 1953, the Federal Government introduced the Medical Rehabilitation Grant, which was merged with the Crippled Children Grant in 1960 to become the present Medical Rehabilitation and Crippled Children Grant. Through this Grant, increased federal funds were made available to the provinces for medical rehabilitation facilities and services, including prevention of crippling conditions, the training of rehabilitation personnel, and research studies in this field.

Under the terms of the Vocational Rehabilitation of Disabled Persons Act of 1961, new federal-provincial agreements for a period of six years became effective on April 1, 1962 and were signed by nine provinces.

Co-operation with Rehabilitation Authorities—Close co-operation, consultative services and continual liaison have been undertaken during the year with the provincial co-ordinators and directors of rehabilitation. This group met during the year in Ottawa to discuss administrative procedures arising from the new legislation and to explore ways and means of bringing vocational rehabilitation services to more Canadians with serious disabilities.

Liaison has also been maintained with rehabilitation authorities in other countries; with the United Nations and its specialized agencies, including the International Labour Organization; with the International Society for Rehabilitation of the Disabled; and with other agencies in many parts of the world.

Publicity—Three issues of the bulletin *Rehabilitation in Canada* were published during the year and were given wide distribution. Plans were completed for three issues to be published during each year—a spring, summer and winter issue. This publication, in its new style and format, attracted considerable attention and favourable comment.

The pamphlet *Vocational Rehabilitation*, published at the close of the previous fiscal year, was widely distributed during 1962-63 and was still in steady demand at the close of the year.

Articles dealing with many varied aspects of vocational rehabilitation, including a monthly article in *The Labour Gazette*, were prepared. In co-operation with the Information Branch, arrangements were made for the production of television clips and movie shorts to be shown during 1963-64. Inquiries for information or assistance continued to increase in number.

Interdepartmental Committee—The Interdepartmental Committee on the Vocational Rehabilitation of Disabled Persons and the Co-ordination of Rehabilitation Services, made up of representatives from the Departments of Labour and National Health and Welfare, and the National Employment Service, met twice during the year under the chairmanship of the National Co-ordinator. The Branch supplied secretarial services. This committee gives continuing consideration to the co-ordination of federal activities for the vocational rehabilitation of disabled persons.

National Advisory Council on the Rehabilitation of Disabled Persons—This council, members of which were appointed under the terms of the new Act, is made up of representatives from the medical profession, voluntary agencies, management, organized labour, universities and federal and provincial departments. The Council acts in an advisory capacity on all matters relating to vocational rehabilitation. It met once during the year and planning was carried out for another meeting to be held in May 1963.

Study of Rehabilitation Reports

(Covering only those cases on which full details are available)

TABLE 2—Vocational Rehabilitation of Disabled Persons: Payments to the Provinces, 1962-63

<i>Province</i>	<i>Payment</i>	<i>Province</i>	<i>Payment</i>
	\$		\$
Newfoundland.....	10,596.78	Manitoba.....	84,232.17
Prince Edward Island.....	3,142.18	Saskatchewan.....	47,597.23
Nova Scotia.....	23,737.97	Alberta.....	21,940.08
New Brunswick.....	52,290.88	British Columbia.....	13,717.13
Ontario.....	75,890.62	Total.....	333,145.04

TABLE 3—Breakdown by Disability Groups, Age, Sex, Dependents and Location

	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
AGE GROUPS										
Under 20.....	5	63	71	12	14	31	4	46	9	255
20 to 29.....	27	194	125	49	41	107	19	115	24	701
30 to 39.....	15	100	37	26	29	48	19	38	16	328
40 to 49.....	16	63	29	17	20	30	13	32	8	228
50 to 59.....	19	57	23	20	23	13	13	5	4	177
60 and over.....	34	39	7	18	22	3	—	1	1	125
SEX										
Male.....	93	347	172	99	86	161	47	134	47	1186
Female.....	23	169	120	43	63	71	21	103	15	628
Number of Dependents.....	51	519	128	136	98	181	83	109	95	1400
LOCATION										
Urban.....	69	273	227	100	105	130	44	192	39	1179
Rural.....	47	243	65	42	44	102	24	45	23	635

TABLE 4—Educational Standing at Acceptance

EDUCATION AT ACCEPTANCE	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Nil.....	7	23	4	2	7	4	—	7	—	54
1 to 4 years.....	10	28	12	18	14	8	1	22	3	116
5 to 8 years.....	57	204	205	64	63	89	31	79	26	818
9 to 12 years.....	38	186	61	32	46	108	26	94	27	618
Matriculation.....	3	62	5	22	17	18	8	29	5	169
University.....	1	13	5	4	2	5	2	6	1	39

TABLE 5—Comparison of Occupations BEFORE and AFTER Rehabilitation

A—Principal Previous Occupation

OCCUPATION	DISABILITY GROUPS									
	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Professional and Managerial.....	5	12	1	9	6	4	2	10	2	51
Sales and Clerical.....	18	52	19	8	21	22	10	47	11	208
Service Occupations.....	9	37	22	5	10	29	4	31	3	150
Agriculture, Fishery, Forestry etc.....	12	42	13	16	5	17	3	5	5	118
Skilled Occupations.....	17	45	24	9	15	26	11	7	4	158
Semi-skilled Occupations	4	31	18	10	10	16	10	14	5	118
Unskilled Occupations.....	25	91	79	16	19	48	8	36	10	332
Housewife or Homemaker...	9	39	10	16	24	3	10	4	2	117
No previous Occupation.....	16	167	106	53	38	67	10	83	20	560
Retired.....	1	—	—	—	1	—	—	—	—	2

TABLE 5—Comparison of Occupations BEFORE and AFTER Rehabilitation

B—Occupations After Rehabilitation

OCCUPATION	DISABILITY GROUPS									Total
	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	
Professional and Managerial.....	4	39	8	13	8	24	5	11	2	114
Sales and Clerical.....	28	132	59	31	29	60	23	75	20	457
Service Occupations.....	9	76	48	20	12	55	9	58	12	299
Agriculture, Fishery, Forestry etc.....	6	31	7	6	1	7	3	6	1	68
Skilled Occupations.....	18	58	26	12	10	43	5	21	8	201
Semi-skilled Occupations.....	5	42	42	19	4	18	11	10	3	154
Unskilled Occupations.....	8	51	90	17	12	17	2	43	6	246
Housewife or Homemaker...	11	43	10	14	19	6	7	9	5	124
Self-Care.....	27	44	2	10	54	2	3	4	5	151

TABLE 6—Status After Rehabilitation

SOURCE OF SUPPORT	DISABILITY GROUPS									Total
	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	
Regular Employment.....	66	386	273	86	63	207	52	185	48	1366
Self Employment.....	9	31	4	7	3	15	3	11	4	87
Sheltered Employment.....	2	8	2	11	9	2	1	27	—	62
Homebound Employment....	1	4	1	14	1	—	2	1	—	24
Housewife or Homemaker...	11	43	10	14	19	6	7	9	5	124
Self-Care.....	27	44	2	10	54	2	3	4	5	151

TABLE 7—Financial Status at Acceptance

SOURCE OF SUPPORT	DISABILITY GROUPS									Total
	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	
Dependent on Relatives.....	29	237	129	37	76	96	27	97	28	756
Dependent on Public Assistance.....	27	123	28	58	35	77	14	102	16	480
Disability Allowances and Other Allowances, Compensation etc.....	3	18	1	6	3	2	—	2	—	35
EARNINGS										
Under \$500.....	—	—	—	—	—	1	—	—	—	1
\$501 to \$1000.....	1	10	8	6	2	2	—	4	2	35
\$1001 to \$2000.....	9	31	9	10	9	17	9	6	1	101
\$2001 to \$3000.....	10	20	8	4	5	8	2	4	4	65
Over \$3000.....	6	8	—	3	2	8	3	1	2	33
Old age security, Retirement Pension, Annuities, Savings.....	22	36	8	14	12	8	3	8	5	116
Unemployment Insurance....	8	33	101	4	5	12	10	10	4	187
No Information.....	1	—	—	—	—	1	—	3	—	5

TABLE 8—Annual Earnings After Rehabilitation

ANNUAL EARNINGS	DISABILITY GROUPS									Total
	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	
Under \$500.....	1	4	—	10	2	—	1	18	—	36
\$501 to \$1000.....	15	69	19	21	23	8	9	23	2	189
\$1001 to \$2000.....	25	136	96	47	27	69	14	71	14	499
\$2001 to \$3000.....	32	183	151	32	21	100	28	83	27	657
Over \$3000.....	14	70	23	11	19	53	13	32	12	247

Division on Older Workers

The Division on Older Workers is becoming increasingly recognized as a national source of information pertaining to the problems of older people, with particular emphasis on the social and economic needs of older workers. The Division has accumulated a considerable amount of factual material concerning many different aspects of the older worker problem.

This phase of the over-all educational program is designed to create a deeper understanding of the characteristics affecting the employment of older people. Evidence of the growing influence of this phase of activities is indicated by the following table, showing the number of items of material sent out in response to requests:

<i>Fiscal Year</i>	<i>No. of Items</i>
1959-60	3,000
1960-61	5,100
1961-62	8,000
1962-63	10,473

Periodically the Division issues a list of available material, which is mailed in an increasing number to people active in this field. In addition the Division answered many specific enquiries from information contained in its reference files.

A long-range program of educational publicity was continued in co-operation with the Information Branch. This included preparation and arrangement of radio broadcasts; continuation of the use of billboards containing the slogan: "Don't Judge a Man's Worth by his Date of Birth"; articles in trade journals; and a monthly article in *The Labour Gazette*. At the close of the year a new pamphlet was prepared with a cover duplicating in miniature the billboards displayed across the country. Plans were made in co-operation with the National Employment Service for distribution of this brochure early in 1963-64.

The divisional chief attended conferences, participated in panels and workshops, and addressed meetings of social groups and women's and men's organizations.

Liaison was continued with national and provincial voluntary agencies and with provincial government departments, and particularly with women's organizations and the social services of religious bodies. The National Co-ordinator, or the divisional chief as his alternate, participated in all meetings during the year of the Canadian Welfare Council's Committee on Aging.

The Division examines reports and studies done in Canada and abroad to extract information of value in Canada. There is such an abundance of this material, however, that only a relatively small portion can be covered. Liaison with the Economics and Research Branch was continued with a view to initiating research.

The Division has kept in close touch with international activities on behalf of older workers, particularly the action of the International Labour Organization in this field. The Report of the Director-General dealt with

this subject at the 1962 Session of the International Labour Conference. Summaries of this report were prepared in the Division for the use of Canadian delegates.

A lengthy article analysing the social and economic problem of the older worker and describing Canada's efforts was prepared at the request of the Belgian Department of Labour and published by them in October 1962.

Interdepartmental Committee on Older Workers—This Committee, made up of representatives from the Departments of Labour, Veterans Affairs, and National Health and Welfare, the National Employment Service and the Civil Service Commission, met once during the year under the chairmanship of the National Co-ordinator. The Division supplied secretarial services.

International Labour Organization

THE INTERNATIONAL Labour Organization since 1950 has developed its activities substantially in the technical assistance field, and the responsibilities of the Department and the International Labour Organization Branch in this connection have consequently increased. Further, the work of the Branch is steadily expanding with increasing Canadian participation in the Organization for Economic Co-operation and Development and other intergovernmental agencies which concern themselves with manpower development and technological improvement at regional and international levels.

During the year Canada ratified an Instrument for the Amendment of the ILO Constitution to enlarge the membership of the Governing Body, and Convention 116 on partial articles revision.

Of 19 ILO meetings in the year, the most important were the 46th session of the General Conference, three sessions of the Governing Body, the 10th International Conference of Labour Statisticians, the 5th Asian Regional Conference, and the chemical, printing and metal trades industrial committee sessions*.

The 46th International Labour Conference adopted two new Conventions, one on equality of treatment of nationals and non-nationals in social security, and the other on basic aims and standards of social policy; and two new Recommendations, on reductions of hours of work and on vocational training. The Conference debated on the Director-General's Report, which centered on the subject of older people in work and retirement. Among ten resolutions adopted which did not refer to agenda items, one of the most important was introduced by the Government of Canada; it concerned the strengthening of labour research both nationally and internationally, and was adopted unanimously by the Conference. The Conference also adopted the 1963 budget of U.S.\$14,006,834, and adopted a constitutional amendment to increase the Governing Body from 40 to 48 members.

The Governing Body in its sessions during the year discussed and approved in principle the establishment of an international advanced training centre at Turin, Italy, subject to provision of adequate finances outside the regular ILO budget. The March 1963 session adopted a draft 1964 budget covering a total net expenditure of U.S.\$16,081,496. It received the regular reports and held discussions on freedom of association, operational programs, international organizations, finances and administration, and industrial committee resolutions. The Director-General reported on a variety of current problems, projects and proposals.

One outstanding event in 1962 was the first course at the International Institute for Labour Studies in Geneva, where participants from 28 countries

*Further details of particular meetings can be found in *The Labour Gazette*.

Canada and the ILO

The International Labour Organization was established in 1919 to promote social justice and now has 107 member states. At the end of World War II, the Organization became a specialized agency of the United Nations. It is unique among the specialized agencies, not only for its more than four decades of experience but also because it is completely tripartite in structure. Representatives of governments and of organized employers and workers participate fully in ILO conferences and programs.

The Governing Body is the executive council and meets several times a year to supervise the finances and programs of the Organization. Canada has permanent government membership on the Governing Body and the employer and worker groups also include representatives from Canada.

The International Labour Conference, which has held 46 sessions since 1919, is a world assembly for the discussion of labour and social problems by tripartite delegations (governments, employers and workers) from member states. There are also regional and preparatory conferences, industrial committees, committees of experts, and other special meetings to discuss the current problems of particular regions, industries and occupations.

The International Labour Office in Geneva, headed by the Director-General, is the secretariat, operational headquarters, information centre and publishing house for the Organization. There are also separate research and documentation centres on social security, vocational training, and industrial safety and health. The ILO has branch, field and liaison offices in various regions of the world.

Canada was a founding member of ILO and, as one of the 10 permanent members of chief industrial importance, has always participated fully in its work. Canada sends tripartite delegations to ILO conferences and sessions of the eight industrial committees on which it has membership as well as to *ad hoc* meetings concerning such industries as mines, timber and civil aviation and such occupations as teaching and nursing. In addition, there are Canadian experts on various ILO advisory panels and committees.

The International Labour Code now consists of 118 Conventions and 117 Recommendations dealing with labour and social security standards adopted by the Conference over the years. Member states are encouraged to conform to these standards by ratifying the Conventions. As Canada is a federal state where most labour matters are wholly or partially within provincial jurisdiction, the government of Canada has been able to ratify only 20 of the ILO Conventions dealing with labour statistics, hours of work and weekly rest in industry, conditions of employment of seafarers and dockworkers, minimum wage-fixing machinery, employment service, and abolition of forced labour.

studied "The Labour Force and its Employment." Another course is authorized in 1963 in addition to the Institute's research, documentation and seminar activities.

Operational Activities—The major expansion of ILO activities continued to be in its various technical aid programs for developing countries. The United Nations Special Fund in 1962 assigned to ILO 35 projects exceeding \$27 million to be completed in three to five years. Of these, 20 projects were begun in 1962 and most of the others will begin in 1963. The United Nations Expanded Program of Technical Assistance provided U.S.\$5 million in 1962 for projects in manpower training and development, productivity, co-operation in small-scale industries, social security and labour administration. This program will increase slightly in 1963.

Under the ILO regular budget, appropriations for technical aid grew from U.S.\$336,000 in 1960 to U.S.\$656,000 in 1962, and U.S.\$1,279,000 is budgeted for 1963. This is for projects in the fields of labour and social assistance, workers' education, management development, and rural development. Under these regular budget projects there were 77 expert missions in 1962 and 77 fellowships for study courses abroad.

Manpower training accounted for 54.3 per cent of all the operational projects undertaken by ILO in 1962, and this will rise to 57.1 per cent in 1963. In 1962 there were 591 expert missions to underdeveloped countries, and 798 fellowships granted to trainees, about 50 per cent more than in 1961. A growing proportion of the projects were undertaken in co-operation with other U.N. agencies such as the Food and Agriculture Organization, World Health Organization and the United Nations Educational, Scientific and Cultural Organization.

During the year, the following Canadian experts completed ILO technical assistance missions: Clifton Bennett of Vancouver (Nigeria—co-operative education), N. L. Champagne of St-Casimir, Que. (Central African Republic—co-operative education and training), P. H. Casselman of the Department of Labour, Ottawa (Cameroun—manpower survey), J. E. Andoff of Hamilton (Cameroun—occupational information). Two others started second assignments: H. J. Elliott of Toronto (Israel—instructor training), and G. A. Henderson of Vancouver (Jordan—vocational training).

A greater number of Canadians than last year began ILO technical aid missions during the year: Arthur Ballantyne of Scarborough, Ont. (India—electrical trades), George Bishop of Vancouver (Pakistan—manpower planning), W. K. Young of Winnipeg (Egypt—automotive trades), J. M. Théberge of St. Vallier, Que. (Upper Volta Republic—co-operative education and training), T. J. Busque of Montreal (Ivory Coast Republic—co-operative education and training), F. F. Griesbach of Barrie, Ont. (Pakistan—co-operative education and training), Robert Ricard of Sherbrooke (Iran—instructor training and personnel management), H. C. Wilkinson of Vancouver (Korea—management development), D. H. F. Black of Regina (Egypt—small industries), V. R. Kinneard of Vancouver (Korea—supervisory training), L. J. Shehan of Cobourg, Ont. (India—plastics processing), and C. B. McAlpine of Don Mills, Ont. (Syria—manpower assessment and planning).

Four ILO trainees were sent to Canada during the year: one from the Philippines for a course in labour statistics; one from Sierra Leone for study in industrial relations and labour legislation; one from Sudan for a co-operation course; and one from Nigeria for work in the field of employment market information.

Special Services

STIMULATION of winter employment constituted the main activity of the Special Services Branch. The Municipal Winter Works Incentive Program for the 1962-63 winter was accepted by all provinces. Workers were moved within and between the provinces to meet seasonal requirements for farm labour. All provinces except Newfoundland participated in the Federal-Provincial Farm Labour Program.

Stimulation of Winter Employment

Federal government departments and agencies, and the committees and subcommittees on which they are represented, were again active in stimulating winter employment. Assistance was given by the provinces, industry and national organizations. The Winter Employment Working Committee, which is composed of officials of the Department and the Unemployment Insurance Commission, held eight meetings during the year. The subcommittee established by the Working Committee for the specific purpose of developing new and different ideas for increasing winter employment put forward a number of useful suggestions. The Working Committee made and carried out plans for publicity and research, as well as for winter work campaigns at the national and local levels.

The Interdepartmental Committee on Winter Employment, of which the Deputy Minister of Labour is chairman, is composed of senior officials of the Departments of Defence Production, Finance, Labour, National Defence, Public Works and Transport, the Unemployment Insurance Commission, Central Mortgage and Housing Corporation and Defence Construction (1951) Limited. This committee has established four subcommittees which deal with new construction, maintenance and repair, procurement and measurement of results.

The Subcommittee on Maintenance and Repair of Buildings, Other Structures and Equipment was again successful, through the assistance of the departments and agencies represented on it, in holding for winter a large amount of repair, alteration and maintenance work. The total value of work so held has averaged more than \$14 million during the past five years and in the winter of 1961-62 reached a record total of \$31,470,869. At the end of the fiscal year a substantial decrease seemed likely for the winter of 1962-63 because of the reduction in the Government's spending program.

The Subcommittee on New Construction initiated arrangements for studying and listing all construction projects that have been accepted as necessary but for which funds have not been made available. This list will enable the Government in future to obtain maximum winter employment from the expenditure of any funds it decides to make available for winter work.

The Branch provided the Secretariat for the Winter Employment Working Committee, the Interdepartmental Committee on Winter Employment and three of its subcommittees.

Provincial and Municipal Action—Provincial governments continued to assist in stimulating and promoting winter employment. Most provinces made an effort to plan construction projects with a view to maximum winter employment and to carry out maximum maintenance, repair and alteration work during the winter months. In many cases purchases are arranged so that winter employment will benefit. The study on seasonal unemployment in Nova Scotia and New Brunswick, financed jointly by the federal and provincial governments, was completed during the year.

Municipalities have participated intensively in the Municipal Winter Works Incentive Program (see below), and this participation has led to an increased awareness of the desirability of carrying out as much as possible of their normal work during the wintertime. In addition they have assisted in the work of local winter employment committees.

Construction Industry—The construction industry continued to take an active interest in the stimulation of winter employment, although the National Joint Committee on Wintertime Construction, which it sponsors, did not meet during the year. The committee established by the Royal Architectural Institute of Canada was active. Among its members is a representative of the Canadian Council of Professional Engineers, who arranged for representation from professional engineers on a large number of local winter employment committees. In addition, ten chapters of the RAIC in six provinces were approached by National Employment Service local offices. As a result, five of their members are now serving on local winter employment committees. Through its journal and by correspondence, the RAIC has informed buyers of construction that winter construction, properly planned and supervised, is equal in quality to work carried out in the summer months and costs little, if any, more.

Other Support—The Canadian Manufacturers' Association, the Canadian Chamber of Commerce, the Retail Merchants' Association, the Canadian Labour Congress, the National House Builders' Association and the Canadian Retail Federation are among the national organizations which support the campaign to stimulate winter employment. Through their periodicals and circular letters and through visits by national officials, the membership is kept aware of the desirability of promoting winter employment to the maximum extent possible. Regional and local representatives generally take an active part also.

Educational and Promotional Activities—These activities to encourage winter employment, which are dealt with in detail in the report of the Information Branch, have had the effect of stimulating action by provinces, by industry, by municipalities and by individuals and are of great assistance to the local campaigns carried out under the auspices of NES offices and their winter employment committees.

Liaison Activities—An important part of the federal government effort to promote winter employment is the action taken to keep field officials of government departments and agencies aware of what is going on and to remind them as frequently as possible of the need for their participation. Members of the Branch visit these officials in order to discuss winter employment stimulation and to circulate information about activities both in the field and in Ottawa. During these visits discussions are held also with provincial officials and officials of national organizations and the railways. In this way winter employment information is made available to all those who are participating in the national effort to stimulate winter work.

Municipal Winter Works Incentive Program

All of the provinces participated in the 1962-63 Municipal Winter Works Incentive Program. The Yukon and Northwest Territories and a number of Indian Bands also participated.

Applications submitted by the provinces during the period of the program totalled 8,141 of which 8,075 were accepted on behalf of the Government of Canada. They came from 2,683 municipalities. The accepted projects called for an expenditure of \$291,817,000 during the period October 15, 1962 to May 31, 1963. The estimated direct payroll costs of these projects during this period were \$91,392,000, to which the estimated federal contribution was \$45,294,000. Work was provided on site for an estimated 145,200 men for a total of 6,171,606 man-days. In addition, substantial employment was provided through the manufacture of materials used on projects carried out under the program and related services.

Detailed statistical information based on preliminary estimates is given in Table 1.

Under this program the federal Government offers an incentive to municipalities to undertake public works projects during the winter by paying 50 per cent of direct payroll costs incurred on accepted winter works projects during the period October 15, 1962 to May 31, 1963. The terms and scope of the program for 1962-63 were the same as for the 1961-62 program. Again the program included any capital undertaking of a municipality except work on schools and school grounds, hospitals and hospital grounds, subway transportation systems and work on municipally owned buildings to be used for industrial or business purposes under private auspices. The program again included projects in unorganized settlements.

Several provinces provided a further incentive by supplementing the federal contribution toward the payroll costs of accepted projects. Prince Edward Island, Ontario, Saskatchewan, Alberta and British Columbia contributed 25 per cent of direct payroll costs. British Columbia contributed an additional 25 per cent in respect of wages paid to persons employed under the program who had been in receipt of welfare assistance for a specified period. Quebec contributed 40 per cent of direct payroll costs. Manitoba contributed 25 per cent of direct payroll costs in respect of unemployed

TABLE 1—Municipal Winter Works Incentive Program 1962-63

	Canada	B.C.	Alta.	Sask.	Man.	Ont.	Que.	N.B.	N.S.	P.E.I.	Nfld.	Yuk.	N.W.T.	Indian Bands
Applications received	8,141	802	921	1,570	355	1,534	2,417	182	59	65	126	2	23	85
Applications accepted	8,075	799	919	1,561	343	1,529	2,386	179	59	64	126	2	23	85
Applications rejected, pending or withdrawn	66	3	2	9	12	5	31	3	0	1	0	0	0	0
Estimated cost of projects during period of program	291,817(1)	28,284	27,923	15,866	11,734	82,315	118,886	2,508	1,081	768	2,062	8	48	334
Estimated direct payroll cost of projects during period of program	91,392(1)	11,074	9,034	5,382	3,272	21,446	38,800	853	304	222	716	3	40	246
Percentage of payroll cost to total cost during period of program	31.3	39.3	32.3	34.0	27.9	26.0	32.7	34.0	28.1	28.8	34.7	37.5	83.3	73.6
Estimated federal government share of direct payroll costs	45,294(1)	5,521	4,412	2,690	1,631	10,650	19,198	427	152	111	358	1	20	123
Estimated number of men hired during period of program	145,202	9,715	13,748	19,243	4,771	22,303	68,488	1,810	616	832	1,971	7	261	1,437
Estimated man-days work provided during period of program	6,171,606	607,446	593,839	421,031	224,876	1,262,109	2,843,145	72,735	28,541	20,529	66,567	120	2,640	28,028
Participating local authorities	2,683	155	230	575	88	389	1,005	56	28	34	48	1	11	63

(1) Thousands of dollars.

persons not entitled to unemployment insurance who were employed on accepted projects and 50 per cent of direct payroll costs in respect of persons who had been in receipt of social allowances for a specified period prior to their employment under the program.

Federal-Provincial Farm Labour Program

To assist the provinces in carrying out their farm labour programs, agreements for the year 1962-63 were entered into with each of the provinces except Newfoundland.

Under these agreements the federal Government allocated to the provinces the following amounts: Prince Edward Island, \$5,000; Nova Scotia, \$9,000; New Brunswick, \$5,000; Quebec, \$22,000; Ontario, \$22,000; Manitoba, \$17,000; Saskatchewan, \$24,000; Alberta, \$50,000; and British Columbia, \$11,000. Under this program the federal Government and the provinces share expenses incurred in organizing the more efficient use of manpower in agriculture and in recruiting, transporting and placing agricultural workers.

Convened by the Department, the Eighteenth Federal-Provincial Farm Labour Conference was held in Ottawa on October 19, 1962. The Conference was attended by representatives from the provinces, the Head Office and Regional Offices of the NES, the federal Departments of Agriculture and Citizenship and Immigration, the Canadian Federation of Agriculture, the Canadian National Railways, the Canadian Pacific Railway Company, the Royal Netherlands Embassy and the Office of the High Commissioner for the United Kingdom.

It was again necessary to move workers within the provinces to meet seasonal requirements. When the demand for workers could not be met within a province, arrangements were made to move workers between provinces. Details of the organized interprovincial movements are set out in Table 2.

TABLE 2—Interprovincial Farm Labour Movements During 1962-63

<i>Types of Movement</i>	<i>From</i>	<i>To</i>	<i>No. of Workers</i>
General Farm workers.....	Atlantic Provinces.....	Ont.....	327
Potato pickers.....	N.S., N.B.....	P.E.I.....	813
Sugar beet workers.....	Sask.....	Alta.....	1,161
Total.....			2,301

Movements of Workers between Canada and the United States

Woods Workers—By agreement between the Department of Labour of Canada and the United States Department of Labor, Canadian woods workers in Quebec and New Brunswick may be recruited by approved American employers under a quota arrangement. The present quota is 9,000.

The numbers of Canadian woods workers employed in the United States on specified dates during the period 1958 to 1962 are shown in Table 3.

There is a very high turnover on these woods operations in the United States and men are crossing the border continually to take jobs. Therefore, the figures shown in Table 3 do not represent the total number of men who have been employed.

Agricultural Workers—For many years, there have been seasonal movements of agricultural workers between Canada and the United States, such as the movement of potato pickers from Quebec and New Brunswick to Maine, and the movement of tobacco curers from the United States to Quebec and Ontario. In recent years, these movements have been placed on an organized basis through agreement with the United States authorities. Particulars of the movements carried out during the year are shown in Table 4.

TABLE 3—Numbers of Canadian Woods Workers Employed in the United States at Four Specified Dates in the Years 1958 to 1962

	<i>March 1</i>	<i>June 1</i>	<i>Sept. 1</i>	<i>Dec. 1</i>
1958.....	2,603	3,205	3,186	2,726
1959.....	2,067	3,247	3,637	3,905
1960.....	3,135	4,428	5,114	3,801
1961.....	2,575	3,866	3,505	3,161
1962.....	2,152	3,382	2,697	2,769

TABLE 4—Movements of Farm Labour Between Canada and the United States During 1962

<i>Type of Movement</i>	<i>From</i>	<i>To</i>	<i>No. of Workers</i>
Potato pickers.....	Quebec and New Brunswick.....	Maine.....	7,303
Maple sugar harvesters.....	Quebec.....	New England States.....	400
Tobacco workers.....	Southern States.....	Ontario and Quebec.....	2,923
Apple pickers.....	Quebec.....	New York.....	121
Apple pickers.....	Quebec and Nova Scotia.....	Maine.....	189
Apple pickers.....	New Brunswick.....	New Hampshire.....	31
Apple pickers.....	Vermont.....	Quebec.....	66
Total.....			11,033

Women's Bureau

BECAUSE of the continuing expansion of women's employment, the Women's Bureau in 1962-63 gave special attention to: the occupational preparation of girls and women, their working conditions, and the part they play in the labour force. At the same time, the Bureau gained a useful perspective on the Canadian situation from studies of the female labour force in various European countries and from contacts with international visitors, both of which revealed similarities in the problems of women's employment in all industrial democracies.

Occupational Preparation—Vocational training, the key to women's effective participation in the labour force and the starting point of all efforts to improve their status as workers, had high priority in the Bureau's program.

The Bureau reported in a bulletin on education and training the consultation on the occupational preparation of girls and women held in 1962. The bulletin included questions for discussion of the social and cultural factors that affect women as workers. It has been widely used by national and local groups, particularly women's organizations.

A revised and enlarged edition of the pamphlet *Vocational and Technical Training for Girls at the High School, Post High School and Trade School Levels of Education in Canada* was published. In this project the Women's Bureau had valuable assistance from provincial departments of education. With the co-operation of the same departments, the new edition was distributed to secondary schools throughout Canada. It was sent also to all local offices of the National Employment Service.

Job training for the mature woman worker entering or re-entering the labour force was the subject of a mimeographed publication directing attention to possibilities of training in some 18 occupational fields. This publication was supplemented by a bulletin, *Women in the Training Program for Unemployed Persons*, which described the ways in which unemployed women are taking advantage of the Department's training program for the unemployed.

The Women's Bureau shared in the preparation of a prospectus for the training of visiting homemakers, one of the chief projects of the Committee on Homemaker Services of the Canadian Welfare Council. The Assistant to the Director, who represented the Bureau on the national committee, also acted as chairman of the committee of the Ottawa Visiting Homemakers Association that drafted a training course for local use.

On the invitation of the Education Division of the Department of Northern Affairs and National Resources, the Director of the Women's Bureau took part in a meeting, held in June in Yellowknife, N.W.T., to discuss vocational training for girls and women. The meeting was held under the auspices of the Advisory Committee on Vocational Training of the MacKenzie Territory.

Working Conditions—In March the Women's Bureau sponsored a one-day conference with women trade unionists to discuss working conditions of women workers, in particular, wages and salaries, including the question of equal pay for equal work; the needs of women workers with family responsibilities; and experience of technological change. The discussion highlighted the problems associated with arbitrary divisions of men's and women's jobs; the importance of adequate measures for maternity protection and facilities for the day care of children of working mothers; and the urgency of problems of older women workers confronted with the adjustments resulting from rapid technological change.

A bulletin issued early in 1963 dealt with legal restrictions on night work of women, both in Canada and other countries. It included questions to provoke discussion of appropriate policies. Various women's organizations throughout the country engaged in study of these questions.

The Women's Bureau continued the study begun last year of collective action on the part of nurses to improve their salaries and working conditions. The study will be published in the near future.

The part women play in the labour force—Interpretation of women's role in the labour force occupied a good deal of the time of the Women's Bureau. In addition to the monthly Women's Bureau page in *The Labour Gazette*, dealing with various aspects of the subject, articles were contributed to several national and international periodicals of women's organizations. Up-to-date statistical information on the predominant characteristics of working women in Canada was prepared in summary form under the title "Facts and figures about women in the labour force."

With the assistance of the Dominion Bureau of Statistics and the Department's Economics and Research Branch, the Women's Bureau provided extensive statistical data for use in connection with the conference on "The Real World of Woman" sponsored by the Canadian Broadcasting Corporation in September 1962. The Director was a member of a small committee of consultants on the program of the conference, which gave special attention to the place and problems of women in the labour force. She also participated in preliminary broadcasts by radio and television and in a panel on "Women at Work" held during the conference. The Assistant to the Director also attended the conference and contributed to discussion of the place of women in the labour force.

The Director spoke on the work of the Bureau and current concerns regarding women's work at the biennial convention of the Canadian Federation of Business and Professional Women's Clubs, held in St. Andrews, N.B., in July. She also addressed meetings of the Women's Personnel Association of Toronto and the Association of Administrative Assistants or Private Secretaries, participated in discussion at the General Council of the Traffic Employees' Association of The Bell Telephone Company of Canada, and met with a YWCA Committee that is studying the role of women in the labour force.

International concerns—At the request of the Department of External Affairs, the Women's Bureau prepared two reports in connection with Canada's participation in the work of the United Nations Commission on the Status of women. One of these set forth the situation in Canada with respect to the current stage of the Commission's "global study of the access of women to training and employment in the principal professional and technical fields." This year's enquiry dealt with the occupational outlook of women in architecture, engineering and law.

The second report had to do with the implementation in Canada of the United Nations Convention on the Political Rights of Women, to which the Government of Canada acceded in 1957. The Convention covers three areas of political rights: the right to vote, the right to be elected to public bodies and the right to hold public office and exercise public functions. The third of these rights, involving the status of women as civil servants and employees of Crown corporations, was the main focus of the Women's Bureau study, in which it received valued co-operation from the federal and provincial civil service commissions and federal Crown corporations.

With assistance from the Economics and Research Branch, the Bureau prepared a report on part-time employment of women in Canada for the International Labour Office and the United Nations Commission on the Status of Women. To keep women's organizations and other interested individuals and agencies informed about the work of the Commission, the Bureau issued a bulletin describing the items of the agenda of the Seventeenth Session of the Commission, which was held at the U.N. Headquarters in March 1963.

The series of articles on women in the labour force in nine European countries—Belgium, Britain, Denmark, France, Federal Republic of Germany, Italy, The Netherlands, Norway and Sweden—that had been written for *The Labour Gazette* was reprinted during the year as a pamphlet, which has proved to be of wide interest both in Canada and abroad.

Visitors from other countries helped to broaden the outlook of the Women's Bureau and clarify perspective on the place of women in the labour force of Canada. They came from Denmark, Hong Kong, Ghana, Jamaica, Japan, The Netherlands and Pakistan. The Head of the ILO Office for Co-ordination of Women's and Young Workers' Questions came for a day of consultation regarding international aspects of women's work.

When the membership of the ILO Panel of Consultants on the Problems of Women Workers was enlarged, a place was provided for a consultant from the Government of Canada. The Director of the Women's Bureau was nominated for this post and the appointment was confirmed by the ILO Governing Body.

Continuing activities—The Women's Bureau continued to participate in standing departmental and interdepartmental committees. The Bureau was represented at meetings of the National Technical and Vocational Training Advisory Council, the Advisory Committee on Professional Manpower, and

the National Advisory Committee on Technological Education, and on the Skilled Manpower Training Committee and the Interdepartmental Committee on Older Workers.

Most of the requests for information during the year related to occupational choice and training opportunities for girls and women, with questions relating to the problems of working mothers running a close second. There was an increasing number of enquiries from older women unable to secure employment.

The second annual *Directory of National Women's Organizations in Canada* appeared in October 1962. This directory, listing 46 national women's organizations, includes in each case the year of founding, the objectives, the total membership, the number of local groups, current projects, as well as the names and addresses of officers and, where applicable, the international affiliation. The Directory is distributed as a service to the co-operating organizations and to a selective list of public and private agencies and individuals. In conjunction with this project, the Bureau received and catalogued the listed organizations' current publications, which, especially in the case of the professional associations, provide useful information on training programs, working conditions and other trends of development in women's work.

Administrative Services

Accounts Division—The Accounts Division acts as a clearing centre in the processing, for cheque issue, of all accounts from the various departmental branches. These include such items as travelling expense claims, miscellaneous accounts covering the supply of goods and services as well as claims from the provinces relative to the administration of various federal-provincial cost-sharing agreements. The control of commitments, including the capital expenditure program under the Technical and Vocational Training Agreement, is maintained against the various departmental appropriations. During the year an estimated 7,500 requisitions to a value of more than \$243 million were cleared through this unit. Statements showing expenditures made during the fiscal year ended March 31, 1963 appear on pages 42 and 43.

Records Division—The Records Division consists of one main registry and three sub-registries. It maintains files and records for all branches of the Department except the Annuities Branch, which has its own registry. More than 25,000 new files were established during the year. Through the regular program of reviewing files, the Division catalogued 29,555 files for storage. More than 41,000 files and 70,000 survey reports and labour union survey returns were transferred to the Public Records Centre for safekeeping. Authority was obtained from the Public Records Committee to destroy 15,820 files and 16,000 index cards which had no further reference value.

Equipment and Supplies Division—The Equipment and Supplies Division deals with the procurement, storing and issuing of the printing, stationery, equipment and furniture required by the Department. During the year it processed 1,045 procurement orders and filled 8,368 requisitions for stationery, supplies, etc.

The Division maintains control accounts for all items of stationery, supplies, equipment and furniture and a physical inventory is taken annually. The value of stationery and supplies on hand at March 31, 1963 was \$53,850.

In an effort to improve transcribing facilities and to fill the void that resulted from staff recruiting restrictions, a number of dictating and transcribing units as well as photocopying machines were purchased during the year. This has proved both economical and practical in meeting increased demands for stenographic and typing services.

It is also the responsibility of this Division to maintain mail and messenger services to all branches of the Department in Ottawa, which are located in ten different buildings. During the year more than 1,318,000 pieces of mail were received from the Post Office and distributed, and more than 1,995,000 pieces of outgoing mail were handled.

Library—The Library, set up originally for the use of departmental officials in 1900, has grown to be one of the most complete labour libraries in Canada. It serves as a source of information and as a lending library for other departments as well as for employers, unions, students and the general public. There has been a marked increase in the use of the Library by local university and college students using the library.

During the year the Library added 2,548 volumes to its collection. Six hundred and sixteen of these volumes were placed in branch libraries. The Technical and Vocational Training Branch established a branch library during the year.

The Library circulated to departmental officials a list of bibliographies available. The Library prepared or revised 168 bibliographies, including an extensive one on paramedical occupations. The microfilming of eight additional trade union journals was completed during the year, bringing the present number of titles on film to 316, of which 219 are Canadian labour papers. The collection of Trades and Labour Congress Proceedings 1907-1938, and that of the Toronto District Trades and Labour Council 1871-1878 and 1881-1893 were placed on microfilm.

Mechanical Tabulation Division—This is a punch card machine installation for processing and tabulating statistical and financial data for all branches of the Department, particularly for the Economics and Research, Annuities and the Civilian Rehabilitation Branches. A few assignments for the Unemployment Insurance Commission are also handled.

The major task for the Division has been the continuation of the conversion, which began in April 1961, of the Annuities Branch work to a punch card system. Although difficulties were encountered because of the intricacies of such a program, conversion work progressed throughout the year. Every effort is being made to have it completed in 1963.

Personnel Division—The Personnel Division provides services to the branches and to individual employees with respect to policy, legislation and regulations. It conducts promotional competitions, reviews establishments and arranges training programs for staff development.

In 1962-63 the establishment of the Department of Labour provided for 668 positions—16 more than in the previous year. Most of this increase was in the Technical and Vocational Training Branch, as a result of the expansion of activities under the Technical and Vocational Training Assistance Act.

Staff strength at March 31, 1963 was 602, a decrease of 25 from a year earlier, which was attributable mainly to the restriction on recruitment imposed on all government departments. During the year 35 persons were appointed to the Department and 60 left, of whom 5 retired on superannuation and 8 went to other departments.

Publications Division—This Division is responsible for the production and distribution of many departmental publications. It is a point of contact for the Department with the Department of Public Printing and Stationery for the printing of reports and publications as well as for all duplicating work required by the Department. It also acts in an advisory capacity to the departmental branches on printing processes.

Stenographic Pool—The Stenographic Pool provides assistance to all branches and divisions of the Department in the uptown area. Its services include typing, stenographic, dictaphone and photocopy work. It is also used as a training ground for senior stenographers and secretaries.

Information and Publicity

Promotion of Training and Education—During the year the Information Branch developed a broad publicity and promotional program in support of the expansion of training facilities and programs that was generated by the Technical and Vocational Training Assistance Act, and took the lead in efforts to reduce school drop-outs. The program included paid advertising; pamphlets, posters and other publications; radio broadcasts and films, speeches, press releases and articles.

About 800 billboards were purchased across Canada for a 30-day showing of a stay-at-school message. Another 30-day showing was donated in the early spring by the Outdoor Advertising Association of Canada. A series of advertisements on the same theme was placed in two student publications, and, during Education Week in March, a series of paid radio announcements directed at young people was arranged on the 70 independent radio stations that regularly carried the Department's weekly radio program.

In addition, a television clip produced in 1961 continued to be used on a public service basis by both private and public television stations. Eighteen of the broadcasts on the Department's "Canada at Work" radio series during the year dealt with various aspects of education and training.

The Branch produced a large amount of material for distribution to students and for use by provincial Departments of Labour, Education and Youth, education associations and industrial organizations. This included: 60,000 copies of each of two classroom posters; 300,000 copies of a pamphlet, "Careers For The Choosing," distributed through the provincial school systems; 75,000 copies of a pamphlet, "Meeting the Manpower Challenge of the 1960's," explaining the reasons behind the expansion of technical and vocational training facilities; and 260,000 copies of a pamphlet, "Training May Be Your Answer," designed for distribution to unemployed workers through National Employment Service Offices. In addition, outdoor metal signs referring to the federal-provincial school building program were produced for erection on school construction sites.

The Branch continued widespread distribution of other training publications, including those dealing with the stay-at-school theme. This required liaison with various provincial governments, home and school groups, labour and management organizations, and schools and school boards. Requests for information on technical and vocational training, the school drop-out problem, and guidance and career opportunities increased over the previous year.

The Branch continued promotion of the film, *You Can Go A Long Way*. Since its production by the Department in co-operation with the Sun Life Assurance Company in May 1961, the film has been shown more than 1,500 times to a total audience of more than 250,000. In addition, the film was used more than 20 times on television. The Canadian Film Awards Committee presented the sponsors and producers of the film with a Certificate of Merit for imagination in design and excellence in execution.

The Branch prepared speeches, messages, special broadcasts, press releases and articles related to technical and vocational education, and carried out publicity for the National Conference on Agricultural Training and meetings of the Technical and Vocational Training Advisory Council, the Apprenticeship Advisory Committee and the National Advisory Committee on Technological Education.

An attempt was made to bring about greater co-ordination of publicity activities between the Department and the provincial Departments of Labour and Education. A member of the Branch visited provincial officials in Western Canada to explore ways of making this publicity more effective and to find out what might be done to assist the provinces in developing a broader publicity program.

During the year, in co-operation with the Technical and Vocational Training Branch, the Branch designed and produced the first issue of a new periodical publication, *Technical and Vocational Education in Canada*. The new bulletin was designed to assist the many individuals and organizations actively engaged in, or connected with Canada's expanding training program to increase skilled manpower. Its main purpose is to establish greater communication between those engaged in local, regional and national developments by an interchange of information.

The Winter Employment Campaign—The national "Do It Now" campaign was conducted for the eighth consecutive winter. Designed to stimulate wintertime markets for goods and services and so create more employment, the program is organized by the Department of Labour in co-operation with the National Employment Service.

Promotion, publicity and advertising, handled at the national level by the Branch, were expanded during the fall and winter. They were arranged to give the greatest possible support to local offices of the NES and to some 200 local Employment Committees, since the effectiveness of the campaign depends to a large extent on the co-ordinated efforts undertaken by communities on their own behalf. At the national level, business and industry were encouraged to arrange more advertising and publicity in the winter in their own interests as well as in the interests of the campaign.

The campaign message, directed at business, industry and the general public, suggested that it pays to have more work done during the winter months when men and materials are readily available. Much of the publicity for the campaign was concentrated in the areas of home, farm and office improvements. The Branch also publicized the advantages of outside winter construction, and the Municipal Winter Works Incentive Program, in an effort to increase economic activity during the winter months.

Special emphasis was placed on the National Housing Act Home Improvement Loan Program and the Farm Improvement Loan Program. Strong promotional support was given these programs by the chartered banks and by commercial lending agencies specializing in the home improvement field. Many of these firms conducted their own special wintertime advertising programs tied in with the "Do It Now" campaign.

The Branch participated in a home remodelling workshop conducted by the National House Builders Association, in conjunction with a large building supply manufacturer, in major cities throughout Canada. The project was designed to encourage house builders to become more active in the home improvement market during the winter months.

One prominent national trade magazine for the fifth consecutive year conducted a contest among building supply dealers, designed to encourage more aggressive programs for increased winter business. This contest was arranged in consultation with the Department and one of the judges was the director of the Branch.

A concentrated program of direct liaison with industry carried out by the Branch during the fall and winter involved discussions with more than 500 top executives of larger manufacturing plants, advertising agencies, chartered banks and national trade associations.

Special emphasis was placed on liaison with companies whose sales of goods or services stood to benefit directly from the "Do It Now" campaign. These companies were encouraged to carry out aggressive and imaginative wintertime sales and advertising programs built around the "Do It Now" theme, thus taking advantage of the market being pre-conditioned by the large amount of public service publicity. Many firms re-scheduled advertising and promotion to coincide with the campaign. Many of these companies reported remarkable results. One large manufacturer of farm and dairy equipment succeeded in increasing winter sales by 30 per cent over those of the corresponding months of the previous winter.

Many other large companies who were not so directly concerned with winter sales, but who sponsored programs on television and radio, co-operated with the Department by arranging to include "Do It Now" messages with their advertising on these programs. For example, one national advertiser, in co-operation with the television networks, carried 17 TV spot announcements on a public service basis, representing a contribution of approximately \$90,000. It is estimated that public service announcements worth more than a million dollars were contributed by non-government sources last winter.

Whenever possible, other advertisers used the printed "drop-in" material supplied by the Branch. In addition, national consumer magazines and trade publications and the daily and weekly press gave generous public service support to the campaign. Member companies of the Poster Advertising Association of Canada arranged for the display, on a public service basis, of approximately 2,500 billboards across Canada carrying the "Do It Now" message.

The Post Office Department co-operated by imprinting the "Do It Now" slogan on all envelopes going through their cancellation machines. Many industries and businesses also used the same slogan on their postage meters.

Promotional film clips, developed by the Branch, were shown in hundreds of movie theatres across the country.

At a local level the support given the campaign was again outstanding. Nearly 200 National Employment Offices across the country reported the

following publicity provided by other than government sources: 1,200 newspaper pages of sponsored advertising, 3,000 new items, 350 editorials, 525 cartoons in newspapers, 38,000 radio spot advertisements sponsored by local businesses, 14,000 minutes of locally sponsored radio program time, 11,500 television spot advertisements and 4,000 minutes of sponsored television program time.

Almost 400,000 posters and streamers in a variety of sizes were produced by the Department and sent to the Unemployment Insurance Commission head office, which in turn distributed them across Canada through local employment offices and Winter Employment Committees.

In addition to posters and streamers, large quantities of pamphlets, stickers, envelope stuffers and restaurant place mats were produced. "Do It Now" brochures telling how businesses could tie in with the campaign to their own advantage were also distributed.

The government appropriation for printed materials, publicity and advertising was approximately \$300,000. It has been estimated that the program generated more than \$3 million worth of publicity. The advertising, on a national scale, involved all local employment offices and included a series of advertisements in all daily and most weekly newspapers, selected trade magazines, and national consumer magazines, and spot announcements on all radio and television stations.

Other Projects—The Branch, in co-operation with the Civilian Rehabilitation Branch, was responsible for the production of a periodical, *Rehabilitation in Canada*, dealing with various aspects of rehabilitation. It replaces an earlier bulletin of the same name, which was re-designed in a more permanent form to fill a growing need for informative articles on the numerous services, professions and skills involved in a progressive program of rehabilitation. It is planned to issue this publication three times a year.

Publicizing the rehabilitation services and the employability of the physically handicapped, two 60-second film clips for television and theatres were prepared through the National Film Board for use as public service announcements.

During the year, articles were prepared by the Branch on the employment of older workers in specific industries. These were submitted to the appropriate trade magazines and a number had been published by the end of the year. Through the co-operation of the Outdoor Advertising Association of Canada, more than 200 billboards urging employers to hire on the basis of ability not age were displayed free during the year as a public service.

The Branch continued to produce its radio program "Canada at Work" every week throughout the year. The program, dealing with labour and related topics, has been broadcast regularly every week for the past 20 years. In recent years, between 70 and 80 stations have carried the weekly English-language broadcasts, and between 24 and 28 French-language stations have carried a special series of French broadcasts each winter. These stations have carried the program free of charge. Last year more than 26,500 copies of broadcast scripts were sent out in answer to requests.

With the end of the year, production of the weekly program was stopped, because of reduced appropriations. The Branch is planning to organize "Canada at Work" on a different basis. Although a final decision has not been made, it was expected that a group of broadcasts would be offered to radio stations as a "package" series during the winter.

An advertising campaign in newspapers and magazines was again carried out to promote the sale of Canadian Government Annuities. The Branch was responsible for the design, layout and copy for these advertisements as well as for the choice of media. The Branch published a booklet describing the various types of annuities available, and reprinted a pamphlet for general distribution.

The Branch placed advertising in the ethnic press on behalf of the Fair Employment Practices Act, and handled the printing of publicity material, produced radio programs and distributed television public service spots to help eliminate discrimination in employment.

Circulation of Departmental films was continued, including seven films on industrial safety and two on rehabilitation of the disabled and employment of the handicapped.

The Department again assisted the National Film Board financially in the operation of an Industrial Film Preview Library as a service to employers and trade unions. The Library makes it possible for them to see and assess films on a variety of industrial subjects from all over the world, so that they may purchase or rent those best suited to their needs. Films for inclusion in the Library are previewed and selected by the Branch. During the year several hundred training films were added to the Library, which is serviced by the Canadian Film Institute. It is now the most complete industrial film library in Canada. Reviewing and cataloguing films was continued. A new catalogue "Films on Productivity" was produced and distributed on behalf of the National Productivity Council.

Labour Legislation

DURING the year the Legislation Branch served in a consultative capacity to departmental officers, providing information and advice as requested with regard to the labour laws of Canada or other countries. Its research facilities were used extensively by various government, labour and other organizations, including the Industrial Inquiry Commission as to Shipping in the Great Lakes and St. Lawrence River System (Norris Commission). With Canada's election to membership in the United Nations Commission on Human Rights, the Branch's work in the field of human rights was considerably expanded. The Director serves as Department of Labour representative on an Interdepartmental Committee on Human Rights established by the Department of External Affairs to deal with the work of the Commission on Human Rights and other matters.

The Director attended the 46th Session of the International Labour Conference as adviser to the Government delegates and served on the Conference Committee on the Application of Conventions and Recommendations.

Labour Law Section of The Labour Gazette—As in other years, the Branch prepared for the Labour Law section of *The Labour Gazette* monthly reports of regulations issued under federal and provincial labour laws, and reviews of selected court decisions involving labour law interpretation or administration. The principal labour legislation enacted by Parliament and the provincial legislatures during the year was reviewed in six general articles: "Changes in 1962 in Provincial Workmen's Compensation Laws" and "Labour Standards Legislation Enacted in Canada in 1962" (September 1962 number); "Labour Relations Legislation in 1962" and "Ontario Adopts Human Rights Code" (November 1962); and "Corporations and Labour Unions Returns Act" and "Safety and Health Legislation in 1962" (December 1962). The Branch also wrote detailed reviews of the recommendations of two important fact-finding bodies: the McKinnon Report on Labour Legislation in Nova Scotia (May 1962) and the Goldenberg Report—the Ontario Royal Commission on Labour-Management Relations in the Construction Industry (July 1962). Two articles dealt with industrial safety legislation in other countries: "New Hazardous Occupations Order in U.S." (April 1962) and "New Farm Safety Regulations in Great Britain" (January 1963).

Annual Bulletins—A pamphlet entitled *Provincial Labour Standards*, dated December 1962, was issued during the year. This is an annual bulletin which sets out the standards in effect under provincial law for compulsory school attendance and minimum age for employment, public holidays, weekly rest-day and annual vacations, and also the requirements of equal pay and fair employment practices laws. Minimum wage rates and maximum hours of work or overtime pay requirements are given in tabular form for the main fields of employment. Tables of benefits under workmen's compensation laws are also contained in the bulletin. For the first time the standards set by labour ordinances of the Yukon and Northwest Territories were included.

Another annual bulletin issued during the year was *Workmen's Compensation in Canada*, dated October 1962. This bulletin is a comparison of the provincial workmen's compensation laws. It describes the system common to all provinces, points out differences in the Acts, and sets out in detail the benefits payable in each province to injured workmen or their dependants. Both bulletins are available in English and French.

Through the courtesy of the provincial governments, the Branch obtains from the Clerk of the Legislative Assembly in each province copies of all bills introduced and, where available, of Votes and Proceedings. During the 1962 legislative sessions, as in previous years, the Branch prepared a series of mimeographed reports, entitled "Current Report on Legislation Affecting Labour Introduced in Parliament and the Provincial Legislatures," summarizing briefly the content of bills dealing with labour matters and tracing their progress until they became law or were dropped. These reports were distributed to government labour officials and were made available, on request, to interested persons.

The Branch maintains reference material, including federal and provincial statutes and regulations issued under them, which is made available to students and other interested persons visiting the Branch.

Reports and Memoranda—Memoranda on a wide variety of questions relating to labour law were prepared in answer to specific requests from governments in Canada and abroad and from unions, business firms, students and others.

Several reports were prepared on various phases of labour law in Canada in connection with Canada's participation in the International Labour Organization and the United Nations. One of these, which was quite extensive, was in reply to an ILO questionnaire concerning methods of staff representation and consultation in the public administration. A report on Canadian legislation affecting human rights was prepared for publication in *The Yearbook on Human Rights* published by the United Nations.

Other Services—A member of the Branch serves as Secretary-Treasurer of the Canadian Association of Administrators of Labour Legislation, an organization of the deputy ministers and senior officers of the federal and provincial Departments of Labour, which meets annually. Organized in 1938, the Association provides a forum for the exchange of views and information on the administration and enforcement of labour legislation. One of its principal objects is the encouragement of high standards of administration.

The 21st annual conference, held in St. John's, Nfld., July 10-13, discussed a report prepared by the Branch on recent legislative and administrative developments in both federal and provincial jurisdictions. Other topics on the agenda included the effectiveness of present concepts, procedures and techniques of collective bargaining, and manpower training. The role of the provincial Departments of Labour and Education in meeting training needs was discussed with special reference to the training of unemployed persons, tradesmen and technicians in industrial plants and to apprenticeship, trade and other occupational training.

Accident Prevention and Compensation

Accident Prevention

THE CUMULATIVE effect of the continuing program of education in safe work practices that the Branch has been promoting for some years and the more intensive efforts made to enlist the active interest of heads of departments and Crown agencies in preventing accidents to their employees produced more evident results than in any previous year. A number of departments have taken positive steps to improve their existing safety programs and others have laid the foundation for carrying out in an organized way a deliberate policy on accident prevention. Certain establishments are considering the appointment of safety officers.

The Safety Adviser made numerous inspection visits to federal works and undertakings across the country. It was agreed, as a result of these inspections, that re-arrangement of workplaces and changes in operations would lessen risks. Appropriate action was taken. The Safety Adviser talked to groups of workers and discussed accident prevention with supervisors, calling attention to the practices and safety standards that have proved effective in private industry. He also assisted in providing training in safety measures. Careful study was given to major accidents and these incidents were followed up to assure that necessary action was taken to prevent a recurrence.

The distribution of the last eight booklets in the accident prevention series was completed. Work is in process on four other booklets. In addition, the Branch handled numerous enquiries on particular hazards and potential dangers to employees.

The annual statistical report was completely revised to serve three purposes: to make known the nature and extent of accidents and injuries; to indicate the direct cost, including loss of manpower; and to reveal areas to which particular attention should be given to reduce accidents and injuries in the future.

The Branch continued close association with such organizations as the Canadian Standards Association and various safety groups, exchanging technical information and participating in their activities.

The *Monthly Bulletin*, intended particularly for administrative and personnel officers, was sent to an enlarged readership. The *Bulletin* contains reviews of successful accident prevention efforts in industry and government service, conveys the views of experts and reports on legislative developments, interprets and explains legal and administrative provisions regarding workmen's compensation, and in general is aimed at making public service officials more safety-minded and knowledgeable on compensation matters. Safety posters were distributed. Close liaison was maintained with government employees associations, and information and advice was provided to them on workmen's compensation and accident prevention in the interest of their members.

Accident Compensation

There were 18,082 claims arising from accidents at work during the year, a decrease of 680 from the previous year's total. Of these, 11,237, or 62 per cent, required first aid or medical aid only. These accidents do not cause any layoff from work or cause layoffs that are too short to satisfy the "waiting periods" stipulated by the provincial Workmen's Compensation Acts. There were 17 fatal accidents, compared with 24 in the previous year. At the end of the year, pensions were being paid to 1,691 employees, former employees and their dependants as a consequence of permanent disabilities and fatal accidents. The distribution of these claims by province is given in Table 1. A detailed analysis of claims settled each year is published separately in the Branch's annual statistical report.

There are now more than 90 government departments and Crown agencies employing some 227,000 persons covered by the Government Employees Compensation Act. The ratio of accidents of all kinds to employees has remained fairly constant over the years at about 1 to 13. The 1962-63 ratio of disabling injuries was 1 to 39 employees, the same as for 1961-62.

Although the number of accident claims reported decreased by about 3.6 per cent, the year's compensation disbursements rose by 7.7 per cent to \$2,659,512, reflecting the higher benefits provided for by amendments to provincial Acts and the increased cost of medical and related services. These

TABLE 1—Accident Claims Reported in 1962-63, By Province and Type of Claim

Province	Minor Injuries	Disabling Injuries				Dis-allowed	Total
	First Aid and Medical Aid	Compensation	Injury Leave ¹	Permanent Disability	Fatal		
Newfoundland.....	168	53	44	2	—	4	271
Prince Edward Island..	59	45	15	—	—	—	119
Nova Scotia.....	993	299	157	—	1	16	1,466
New Brunswick.....	334	92	135	1	—	5	567
Quebec.....	1,494	329	760	7	—	30	2,620
Ontario ²	4,579	696	1,410	4	10	347	7,046
Manitoba.....	542	207	234	—	—	21	1,004
Saskatchewan.....	448	134	132	—	—	8	722
Alberta.....	867	412	309	3	—	37	1,628
British Columbia.....	1,395	247	324	—	3	62	2,031
Yukon and N.W.T. ³	358	178	61	1	3	7	608
Totals.....	11,237	2,692	3,581	18	17	537	18,082

¹Leave of absence with pay in lieu of compensation.

²Includes claims of employees stationed outside of Canada.

³Administered by the Alberta Workmen's Compensation Board.

improved benefits and increased costs are automatically applicable to the accident claims of federal employees. The amount of salary paid in lieu of compensation rose by \$30,553 to a new high of \$717,670.

The gross disbursements for compensation and administration expenses for the year are shown in Table 2. These disbursements exceeded those for 1961-62 by \$215,765. These expenditures are offset to some extent by rebates made to the Consolidated Revenue Fund by certain Crown agencies to cover the compensation benefits paid to their employees and a proportionate share of administration costs. Some other Crown corporations pay an assessment on their payroll in the same way as industry is assessed under the provisions of the provincial Acts. In either circumstance the employees of these Crown corporations and agencies come under the provisions of the Act in the same manner as employees of government departments, boards and commissions.

Every year several hundred federal employees on duty suffer injuries or death as a result of the conduct or negligence of other persons not in the Public Service, generally referred to as "third parties." In these circumstances the employee or his dependants can elect to receive the compensation to which they are entitled or they can themselves take action against the third party. If compensation is elected, the employees' rights, or those of his dependants, are transferred to the Crown. Then such investigations are carried out as may be necessary to establish whether a cause for action exists. This may be followed by legal action, taken directly by the Branch or by the Department of Justice, or by negotiations with the third party or with his insurer to recover the amount of compensation paid to these injured employees—where death occurs, the capitalized value of monthly benefits payable to

Table 2—Compensation Disbursements and Federal Government's Share of Administration Expenses, by Province

<i>Province</i>	<i>Compensation Disbursements 1962-63</i>	<i>Administration Expenses for the Year 1962</i>	<i>Total</i>
	\$	\$	\$
Newfoundland.....	33,456.27	3,881.73	37,338.00
Prince Edward Island.....	20,968.02	1,150.47	22,118.49
Nova Scotia.....	176,496.51	17,548.10	194,044.61
New Brunswick.....	67,424.27	8,227.09	75,651.36
Quebec.....	512,413.19	66,135.00	578,548.19
Ontario.....	993,708.69	116,988.86	1,110,697.55
Manitoba.....	83,257.38	10,047.72	93,305.10
Saskatchewan.....	179,307.69	17,562.80	196,870.49
Alberta.....	322,867.96	43,993.01	366,860.97
British Columbia.....	268,897.52	29,009.70	297,907.22
Payments respecting employees locally engaged outside Canada.....	714.80	—	714.80
Totals.....	2,659,512.30	314,544.48	2,974,056.78

widows and to dependent children. During the year, \$22,862 was collected from third parties by court judgment or by settlement. At the end of the year 576 cases in which third parties were involved were in various stages of processing. The amount of compensation and other costs represented in these cases is estimated to be in the order of \$100,000.

Merchant Seamen Compensation

THE MERCHANT Seamen Compensation Act is administered by the Merchant Seamen Compensation Board, which is composed of three members, all public officials appointed by the Governor in Council, representing the Departments of Labour, Transport, and Finance. The Director of the Accident Prevention and Compensation Branch is Secretary to the Board. The general investigation and processing of claims is carried out through the Branch. The Board meets as occasion requires, usually four or five times a year.

The Board examines all medical reports and other documents relating to temporary and permanent disability claims and also claims for dependency as a result of fatal accidents; it authorizes compensation and medical treatment; makes awards for permanent disabilities (total or partial) and awards pensions to widows and children. The Secretary passes upon all settlements of temporary disability claims which are in accordance with the provisions of the Act, and which are not disputed by the employer or the employee. Formal approval of these settlements is the responsibility of the Board.

There were 15 claims during the year, including one fatal case. At the close of the year there were seven claims pending.

Statistical Summary

	<i>Shipping Companies Covered</i>	<i>Seamen Employed (approx.)</i>	<i>Claims Reported</i>	<i>Temporary Disability Awards</i>	<i>Permanent Disability Awards</i>	<i>Fatal Cases</i>
1945 to 1958.....	—	—	794	536	106	60
1958-59.....	77	3,850	34	26	6	4
1959-60.....	69	3,500	25	18	3	—
1960-61.....	52	2,850	18	15	3	6
1961-62.....	44	2,500	20	16	1	2
1962-63.....	40	2,300	15	14	—	1

Canadian Government Annuities

DURING the year a further 7,983 Canadians came under the security provisions of the Government Annuities Act, either by undertaking to purchase individual annuities or by enrolment in group pension plans. The new business for the year amounted to 4,009 deferred annuities, 287 immediate annuities, and 6 group contracts covering 20 employees. The number of new employees entering old groups was 3,667, largely replacing employees who had retired, died, or left their employer's service. Most of the new deferred annuities were registered for tax exemption on premiums under Section 79B of the Income Tax Act.

At the end of the year the Branch had 47 sales offices across Canada staffed by 68 salesmen, of whom 55 were full time and 13 part time, and 17 office assistants. With the help of the Information Branch a limited advertising program was conducted in 100 newspapers, in 14 magazines and periodicals, and in streetcars and buses in nine cities. Direct mail advertising was sent from Head Office to 402,000 households.

Pension Plans—The Branch is in the midst of a changing situation with respect to pension plans. The premium income has been adversely affected in recent years by the relatively high interest yields obtainable elsewhere, particularly with respect to the larger plans. Many employers have suspended payments into their government contracts. The yearly premium loss from this situation is about \$15 million. The Province of Ontario has set up a Municipal Employees Retirement System on such terms as virtually ensure that most of the Ontario municipal pension plans underwritten by the Branch will be transferred for future contributions to the provincial system. The Branch expects to suffer a loss of income of about \$3 million a year for this reason.

To help keep abreast of developments in pension matters, the Branch maintains a membership in the Canadian Pension Conference for the Chief of the Group Division. Other officers of the Branch attend meetings of the Conference from time to time.

Portability of Pensions—Government annuities have always been "portable". If an employee included in a group annuity contract of the Branch terminates his employment, he has a paid-up deferred pension purchased by his own contributions and such of the employer's contributions as may be vested in him. The government will pay this pension commencing at a specified date.

Financial Statement—The financial statement for the year is shown in Table 1. It is significant that the premium income decreased by \$5.9 million from the previous year and that the cash disbursements exceeded the premium income by \$17.8 million. Interest of \$47 million produced an increase of \$29 million in the account during the year.

TABLE 1—Government Annuities Account for the Year Ended March 31, 1963

ACCOUNT

Account, April 1, 1962.....	\$1,235,303,906.00
Receipts, 1962-63, less disbursements.....	29,549,537.29
Less surplus transferred to Consolidated Revenue Fund.....	417,300.29

Account, March 31, 1963.....	1,264,436,143.00
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LIABILITIES

Valuation of annuities in force.....	1,264,436,143.00
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RECEIPTS

Immediate annuities.....	1,468,984.28
Deferred annuities.....	36,063,163.84
Unclaimed annuities recovered from C.R.F.....	733.07
Interest to March 31, 1963.....	47,414,303.00
Total.....	84,947,184.19

DISBURSEMENTS

Vested annuities.....	48,250,489.49
Commuted values.....	604,273.38
Premiums returned with interest.....	5,538,437.66
(including instalment death benefits)	
Premiums returned without interest.....	528,990.85
Employee withdrawal payments (pension plans).....	432,190.98
Unclaimed annuities transferred to C.R.F.....	43,264.54

Total.....	55,397,646.90
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Receipts less disbursements, 1962-63.....	29,549,537.29
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Total.....	84,947,184.19
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Distribution

<i>Interest Rate</i>	<i>Account at 31/3/63</i>
4%	\$1,004,348,541.00
3½%	174,258,560.00
3%	85,829,042.00
Total	\$1,264,436,143.00

The Government Annuities Account produced a surplus of \$417,000 for the year. Over the past ten years there have been five surpluses and five deficits, the result of mortality fluctuations from year to year, for a net surplus of \$217,000 for the ten years operations.

Statistics—During the year the records for the many older pension plans underwritten by individual contracts were amalgamated with those for pension plans underwritten by group annuity contracts. The statistics now show the number of employees in pension plans instead of the lesser figure for employees under group annuity contracts only. The result is a reduction in the number shown for individual contracts, but there is a complete separation of pension plans and individual purchases.

What Are Life Annuities?

A *deferred annuity* is one that begins on a future date, the purchase price being paid in a lump sum at date of purchase or being paid by instalments over the deferred period.

An *immediate annuity* is one that begins one month (usually) after the purchase price is paid, the purchase price being a single payment.

It follows that, in general, deferred annuities are bought by younger persons as a saving for old age and immediate annuities are bought by older people who wish to turn their savings into a lifetime income.

An annuity may be on one of three plans: ordinary life, guaranteed life, or contingent survivor. An ordinary life annuity ceases at death; a guaranteed life annuity is paid for at least the length of the guaranteed period, and as much longer as the annuitant lives; and a contingent survivor annuity is paid to one person while he lives and thereafter to a named second person if that person survives the original annuitant, the usual arrangement being an annuity to a man with continuation to his widow.

If the annuity is large enough it may be integrated with Old Age Security payments. That is, the annuitant may receive a larger monthly annuity payment to age seventy and a smaller payment after age seventy, the reduction of annuity being offset by the Old Age Security payments. The result is a uniform income from commencement of the annuity instead of a sudden increase of income at age seventy. This arrangement is not available for contingent survivor annuities.

Most Canadian Government Annuities are eligible for registration under Section 79B of the Income Tax Act, which allows tax exemption on premiums, but in return the annuity is fully taxable as received. Otherwise, only the interest portion of the annuity is taxable income.

Pension plans are now operated by a master contract between the employer and the Crown. Each employee included in the plan is given a certificate stating that he is registered under the master contract. The contract, commonly called a group annuity contract, sets forth the terms and conditions for payment of premiums and payment of annuities. The premiums are tax-exempt and the annuities are fully taxable.

Booklets describing individual annuities or pension plans may be obtained from the Branch.

At the end of the year there were 203,742 persons insured under 1,437 pension plans, of whom 161,090 were employees at work and 42,652 held paid-up deferred pensions by reason of termination of service before retirement age. There were 89,616 individual deferred annuity contracts in force. Approximately 70,000 persons are receiving annuities under 88,379 contracts and certificates, in payment of which 810,270 cheques were mailed. During the year, 3,227 employees retired on pension and 2,490 individual contracts matured for payment of annuity.

The average age of persons drawing annuities was 70.4 for men and 70.2 for women. The average age at death for the 4,001 deaths reported was 75.7 for men and 80.0 for women. At the end of the year nine annuitants, two more than a year ago, were over 100 years old.

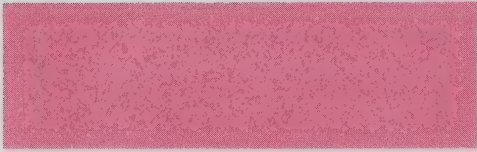
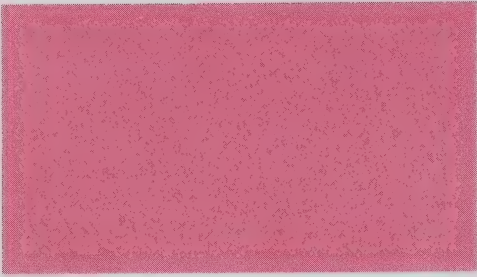
Table 2 gives an analysis of the single-life vested annuities, indicating the relative number of contracts by age groups. Table 3 provides a history of the number of annuities sold and the purchase money received.

**TABLE 2—Vested Annuity Contracts, Single Life Only,
in Force on March 31, 1963**

<i>Age Attained</i>	<i>Male</i>		<i>Female</i>		<i>Total</i>		
	<i>Number of Contracts</i>	<i>Per Cent</i>	<i>Number of Contracts</i>	<i>Per Cent</i>	<i>Number of Contracts</i>	<i>Per Cent</i>	<i>Cumula- tive Per Cent</i>
Less than 40.....	449	1.1	523	1.4	972	1.2	
40-49.....	877	2.0	1,103	3.0	1,980	2.5	3.7
50-59.....	2,591	6.0	3,464	9.5	6,055	7.6	11.3
60-69.....	14,429	33.6	11,398	31.3	25,827	32.6	43.9
70-79.....	19,163	44.7	12,759	35.0	31,922	40.2	84.1
80-89.....	5,002	11.7	6,408	17.6	11,430	14.4	98.5
90 and over.....	364	.9	806	2.2	1,170	1.5	100.0
Totals.....	42,895	100.0	36,461	100.0	79,356	100.0	

**TABLE 3—Number of Individual Annuity Contracts and Certificates Issued,
and Net Premium Receipts**

<i>Year Ending March 31</i>	<i>Individual Contracts Issued</i>	<i>Group Certificates Issued</i>	<i>Total Contracts and Certificates Issued</i>	<i>Net Premium Receipts</i>
1909-58.....	182,147	269,906	452,053	\$ 1,102,778,001.54
1959.....	5,306	18,043	23,349	63,017,513.90
1960.....	4,378	11,564	15,942	56,041,417.68
1961.....	4,353	10,007	14,360	48,522,545.35
1962.....	4,117	7,480	11,597	43,096,769.57
1963.....	4,296	3,687	7,983	37,003,157.27
Totals.....	204,597	320,687	525,284	\$ 1,350,459,405.31



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Canada Labour
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ANNUAL REPORT

FOR THE FISCAL YEAR ENDED MARCH 31

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DEPARTMENT OF LABOUR, CANADA



ANNUAL REPORT

**FOR THE FISCAL YEAR ENDED MARCH 31
1964**

DEPARTMENT OF LABOUR, CANADA



ANNUAL REPORT

FOR THE FISCAL YEAR ENDING MARCH 31
1965

ROGER DUHAMEL, F.R.S.C.
QUEEN'S PRINTER AND CONTROLLER OF STATIONERY
OTTAWA, 1965

To His Excellency,

Major General Georges P. Vanier, D.S.O., M.C., C.D.,

Governor General and Commander-in-Chief of Canada.

May It Please Your Excellency:

The undersigned has the honour to forward to Your Excellency the accompanying Report of the Deputy Minister on the work of the Department of Labour for the fiscal year ended March 31, 1964, all of which is respectfully submitted.

ALLAN J. MACEACHEN,

Minister of Labour.

TO THE HONOURABLE ALLAN J. MACEachEN,
MINISTER OF LABOUR.

*Sir, I have the honour to submit a Report of the work of
the Department of Labour for the fiscal year ended March 31,
1964.*

Respectfully submitted,

GEORGE V. HAYTHORNE,
Deputy Minister of Labour.

DEPARTMENT OF LABOUR

Minister of Labour	Hon. Allan J. MacEachen
Deputy Minister	George V. Haythorne

Principal Officers

Assistant Deputy Ministers	Gordon G. Cushing
	W. R. Dymond
Assistant to Deputy Minister	Raymond Ranger
Executive Assistant to Deputy Minister	Guy de Merlis
Director of Annuities	C. R. McCord
Director of Economics and Research	J. P. Francis
Director of Information and Publicity	G. G. Blackburn
Director of Technical and Vocational Training	C. R. Ford
Director of Industrial Relations	Bernard Wilson
Departmental Solicitors	W. B. Davis
	H. B. McDonald
Director of International Labour Affairs	John Mainwaring
Director of Administrative Services	P. R. Parent
Editor, <i>Labour Gazette</i>	W. S. Drinkwater
Director of Labour Legislation	Miss E. Lorentsen
Director of Accident Prevention and Compensation	J. H. Currie
National Co-ordinator, Civilian Rehabilitation	Ian Campbell
Director of Special Services	F. M. Hereford
Director of Women's Bureau	Miss Marion V. Royce

DEPARTMENT OF LABOUR

The Department of Labour was established by The Conciliation Act, 1900 (S.C., 1900, Chap. 24—now the Department of Labour Act, R.S.C., 1952, Chap. 72). Under this Act the Department is authorized to collect, digest, and publish in a suitable form, statistical and other information relating to the conditions of labour, to institute and conduct inquiries into important industrial questions, and to issue *The Labour Gazette*. At the present time the Department administers 13 Acts (See page x).

The Department consists of the following branches: Accident Prevention and Compensation, Administrative Services, Annuities, Civilian Rehabilitation, Economics and Research, Industrial Relations, Information, International Labour Affairs, Labour Gazette, Legislation, Special Services, Technical and Vocational Training, and the Women's Bureau.

The Accident Prevention and Compensation Branch administers the Government Employees Compensation Act (R.S.C. 1952, c. 134 as amended by R.S.C. 1952, c. 323 and 1955, c. 33), originally passed by Parliament in 1918, under the provisions of which compensation is payable to federal employees who are injured while in employment. The encouragement of accident prevention activities and the establishment of effective safety programs throughout the Public Service is authorized by Section 13 of the Act. The Act provides for workmen's compensation to employees of the federal Public Service in much the same way as it is available to the employees of private industry. The adjudication and payment of federal employees' claims are carried out by the provincial workmen's compensation authorities. The Branch facilitates the processing of these claims, maintains liaison with employing departments and Crown agencies as well as with the provincial boards, and generally oversees the application of the statute. Under a long-standing arrangement the provincial boards are regularly reimbursed for the awards of compensation that they make on behalf of federal employees, and a proportionate share of their administration expenses is paid.

Under the provisions of the Merchant Seamen Compensation Act, compensation is provided to certain seamen for accidents arising out of and in the course of their employment, and to the dependants of these seamen who lose their lives as a result of such accidents. Pilots, apprenticed pilots, and fishermen are not included, nor are any seamen or their dependants who are entitled to claim compensation under any provincial workmen's compensation law or the Government Employees Compensation Act. The benefits and rates of compensation provided by the Merchant Seamen Compensation Act are approximately those established by the Workmen's Compensation Acts of the Atlantic provinces. The shipping companies are required to cover by insurance their risks of compensation arising under the Act. Each company pays an annual registration fee and, for administration purposes, an amount per claim determined on the year's experience.

The Administrative Services Branch is responsible for the general administrative services that are necessary to the administration of the Department, including financial services, personnel, public records, office supplies, furnishings and equipment, data processing, etc. The preparation of the annual estimates and establishment control function in consultation with branch heads is also the responsibility of this unit. The Director of the Branch acts as financial adviser to the Deputy Minister and is the senior personnel officer of the Department. Close liaison is maintained with the Civil Service Commission, the Treasury Board, the Department of Public Works and the Office of the Comptroller of the Treasury. The Branch comprises eight divisions: Accounts, Records, Equipment and Supplies, Library, Mechanical Tabulation, Personnel, Publications, and Transcribing Services.

The Annuities Branch administers the Government Annuities Act, which provides for the sale of deferred and immediate annuities to Canadians either individually or as group pensions. The guiding principle of the Government Annuities program was stated in the preamble to the original Act of 1908: "Whereas it is in the public interest that habits of thrift be promoted and that the people of Canada be encour-

aged and aided thereto so that provision may be made for old age; and whereas it is expedient that further facilities be afforded for the attainment of the said objects . . ." The sale of annuities began on September 1, 1908.

The Civilian Rehabilitation Branch administers the provisions of the Vocational Rehabilitation of Disabled Persons Act, which went into effect on April 1, 1962. Under this legislation the Branch co-ordinates the activities of federal government departments and assists provincial governments, as required, in the establishment, development and operation of a national rehabilitation program for disabled persons. It collects and disseminates information regarding vocational rehabilitation methods and services and maintains liaison with provincial authorities, voluntary agencies and professional associations regarding rehabilitation services for the disabled. The Division on Older Workers is responsible for the development and co-ordination of departmental activities designed to alleviate the difficulties of older workers in securing employment.

The Economics and Research Branch serves as a central agency to survey and analyze economic and social trends as they involve the labour force of Canada. Within the scope of its activity is the study of wages and working conditions, union organization, collective bargaining, employment and unemployment, particular occupations, and the training and utilization of manpower. The findings of its surveys and the analyses of basic studies are reported to the Government, to the International Labour Office, to other organizations and to the general public. The activities of the Branch are divided into three broad categories and these are dealt with by the three Divisions: Labour-Management, Employment and Labour Market, and Manpower Resources. Each Division performs the dual function of compiling basic information within its own field of operation and conducting research dealing with the numerous labour problems which arise in the Canadian economy.

The Industrial Relations Branch is charged with the administration of five Acts: the Industrial Relations and Disputes Investigation Act, Fair Wages and Hours of Labour Act, the Annual Vacations Act, the Canada Fair Employment Practices Act, and the Female Employees Equal Pay Act. Under these Acts the function and activities of the Branch are many and varied, and include: the appointment, in labour-management disputes, of conciliation officers, conciliation boards and industrial inquiry commissions; the investigation of complaints of unfair labour practices, refusals to bargain, and violations of labour legislation; the processing of applications for certification and decertification of trade unions, and the conducting of representation votes; the determination of wage rates and hours of work in federal government contracts for construction or supplies; and the preventing of discrimination in employment based on race, national origin, colour or religion. The Branch is also responsible for wage surveys in order to make wage recommendations for prevailing rate employees of the Federal Government, and for services in connection with the establishment and functioning of labour-management committees. The Branch serves as the administrative agency of the Canada Labour Relations Board.

The Information Branch provides a wide variety of information, publicity and promotion services for the Department and associated agencies, including the National Employment Service and the Canada Labour Relations Board, in line with the Department's policy of keeping the public and the press fully informed on the legislation it administers and on all federal activities in the labour field. In carrying out its promotional activities the Branch uses all media and publicity outlets, including newspapers, magazines, radio, television, films, direct mail, posters, billboards and transit advertising. It creates almost every form of advertising and publicity material to cover these media, from newspaper cartoons to film scripts. The Branch is also required to carry on systematic liaison with industrial groups involved with departmental promotional programs.

When the Department was designated in 1946 as the official link between Canada and the International Labour Organization, a branch was set up to handle this phase of the Department's functions. Now **the International Labour Affairs Branch**, it is engaged to an increasing extent in various labour and social aspects of the United Nations and other international agencies, including most recently the Organization for Economic Co-operation and Development. The Branch co-ordinates and implements these international responsibilities of the Department of Labour, in close

co-operation with the Department of External Affairs and other federal departments, and in consultation with the provincial governments, the major workers' and employers' organizations, the Canadian agencies and institutions concerned with various international matters, and the public at large.

The Labour Gazette Branch publishes, by authority of Parliament (Sec. 4, Department of Labour Act, R.S.C. 1952, c. 72), *The Labour Gazette*, the official journal of the Department, now in its 64th year of publication. Produced in both English and French editions, the journal's purpose is to disseminate accurate statistical and other information relating to the conditions of labour. The Branch also supervises the Department's press clipping service.

The Legislation Branch is a research branch engaged in the study of legislation, in Canada and other countries, concerning: the relations between employers and trade unions; minimum standards in such matters as wages, hours of work or annual vacations; rules governing the working environment for the protection of the employees' health and safety; compensation for accidents; training of apprentices and certification of tradesmen; and discrimination in employment on grounds of race, colour, religion or national origin. It is the function of the Branch to make comparative studies of the ways in which the legislative bodies in Canada have dealt with these subjects and, on occasion, to examine what other countries where conditions are comparable have done about them. Necessarily related is the study of the court cases in which such laws are interpreted, the representations made by labour and management organizations to governments to make changes in the laws, reports of administrative authorities on their operations, and inquiries of Royal Commissions or other bodies into their effectiveness.

The main responsibilities of the **Special Services Branch** are: participation in the campaign to stimulate winter employment, administration of the Municipal Winter Works Incentive Program, the Federal-Provincial Farm Labour Program, and the program of organized movements of workers between Canada and the United States.

The Technical and Vocational Training Branch administers the provisions of the Technical and Vocational Training Assistance Act (S.C. 1960-61 c. 6). It co-operates with provincial government departments, employers' organizations, organized labour, and federal government departments and agencies, including crown companies and the armed forces, in the promotion, organization and development of all types of publicly financed training programs deemed necessary to fit persons for employment or to upgrade workers in their present occupations.

The Women's Bureau was established in 1954 to bring about a wider understanding of the role and contribution of women in the labour force, to encourage general competence and occupational skills among women workers looking to the advancement of their opportunities in employment, and to promote working conditions conducive to human well-being and efficient production. The Bureau examines existing data and studies concerning women workers and stimulates additional research by the Department and other appropriate research agencies; assembles information concerning women's employment and makes it available in such a way as to foster an informed approach to related problems; ensures continuing interchange of information regarding women's work between the Department and other public and private agencies, including women's groups and employer and labour organizations; and advises the Department on programs affecting women workers and is available for consultation with other federal departments and provincial government agencies with respect to questions relating to women's work.

The Department of Labour maintains a close working relationship with the Unemployment Insurance Commission in the development of policies and programs, particularly in the manpower field. These programs include seasonal and area unemployment, the older worker employment problem, industrial training, rehabilitation of the disabled, problems peculiar to women's employment, professional manpower, special employment problems of the primary industries, veterans' reinstatement in civil employment, employment on defence establishment, and manpower and social security research. The Commission publishes its own Annual Report.

ACTS ADMINISTERED BY THE DEPARTMENT OF LABOUR

Industrial Relations and Disputes Investigation Act—Revised Statutes of Canada 1952, Chap. 152

Fair Wages and Hours of Labour Act—R.S.C. 1952, Chap. 108

Annual Vacations Act—Statutes of Canada 1957/58, Chap. 24

Canada Fair Employment Practices Act—S.C. 1952/53, Chap. 19

Female Employees Equal Pay Act—S.C. 1956, Chap. 38

Government Annuities Act—R.S.C. 1952, Chap. 132

Department of Labour Act—R.S.C. 1952, Chap. 72

Technical and Vocational Training Assistance Act—S.C. 1960/61, Chap. 6

Government Employees Compensation Act—R.S.C. 1952, Chap. 134,
amended by R.S.C. 1952, Chap. 323; S.C. 1955, Chap. 33

Merchant Seamen Compensation Act—R.S.C. 1952, Chap. 178, amended by
S.C. 1952/53, Chap. 16; S.C. 1957, Chap. 9

Conciliation and Labour Act—R.S.C. 1927, Chap. 110

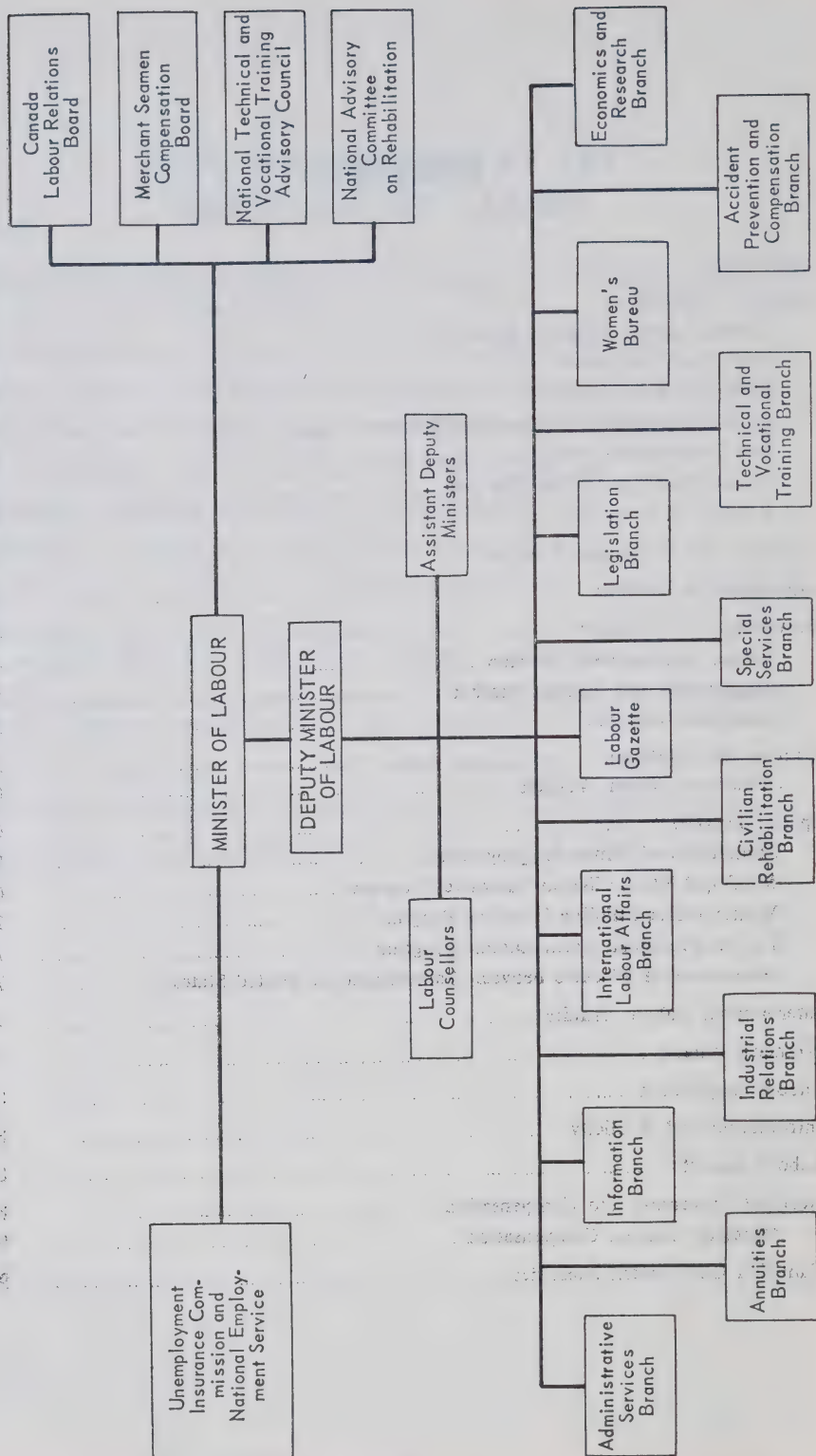
Vocational Rehabilitation of Disabled Persons Act—S.C. 1960/61, Chap. 26

Reinstatement in Civil Employment Act—R.S.C. 1952, Chap. 236

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DEPARTMENT OF LABOUR



INTRODUCTION

THE INDUSTRIAL Inquiry Commission appointed during the previous year to investigate the disruption of shipping on the Great Lakes in July 1962 issued its report during the fiscal year just ended. The chief recommendation was that five maritime transportation unions be placed under trusteeship. The trusteeship legislation was passed and proclaimed in October, and three members were appointed to the Board of Trustees established by the Act. At the opening of the 1964 navigation season, all Canadian lake shipping was operating normally in both United States and Canadian waters.

In the railway industry, with only one or two exceptions, all disputes involving running trades unions during the year were settled without needing the Department's conciliation services. Of the 81 labour-management disputes that were referred to conciliation officers during the year, 46 were settled; of the 23 disputes that were referred to conciliation boards, 13 were settled on the basis of board recommendations.

A new incentive program designed to combat winter unemployment was instituted. To create a demand for winter built housing and thus increase winter employment in the housebuilding and allied industries, a direct payment of \$500 was offered to the owner-builder or first purchaser of housing substantially built during the four winter months. Under the impetus of the incentive, an estimated 90,000 on-site jobs were created, and another 115,000 jobs provided in supporting industries.

The Department's other large incentive program for stimulating employment during the winter months, the Municipal Winter Works Incentive Program, was modified to increase its effectiveness even more. Under the program, work was provided on site for an estimated 165,700 men for a total of 6,887,000 man-days. An equivalent amount was provided in industries manufacturing the supplies used on the jobs. Both figures were higher than those in the previous year.

Another incentive program was introduced as an experiment. Known as the Older Worker Employment and Training Incentive Program, it was designed to assist long-term unemployed older workers to return to employment. At the end of the fiscal year—also the end of the hiring period under the program—1,814 workers had been placed in employment.

The capital expenditures program launched after enactment in December 1960 of the Technical and Vocational Training Assistance Act was nearing completion; only 46 projects were approved during the year. By the end of the year, \$300 million of the estimated federal share of \$341 million had been paid, \$102 million of it during the year just ended. But an amendment to the Act in December that extended the period for federal sharing gave new impetus to the program; most provinces have resumed planning the construction of additional school facilities to round out their training programs. Another of the amendments provided for an increase in the federal contribution toward certain training programs developed by industries for their own employees, and another for an increase in the federal contribution toward training allowances to unemployed persons.

In the final month of the fiscal year, the Department made arrangements for a federal-provincial labour conference, the first since 1946, which was attended by nine of the provincial Ministers of Labour and eight provincial Deputy Ministers.

Because of its increasing involvement in the work of international agencies in addition to the International Labour Organization—most recently the Organization for Economic Co-operation and Development—the Department's ILO Branch was renamed the International Labour Affairs Branch. Mr. John Mainwaring, Labour Attaché at Brussels, was returned to assume the directorship of the Branch in succession to Mr. Paul Goulet, who proceeded on retirement leave.

INDUSTRIAL RELATIONS

THE DISPUTES making the most strenuous demands on the Department's conciliation service were those affecting shipping on the Great Lakes, railway operations, longshore operations and railway hotel operations.

Great Lakes and St. Lawrence Shipping—In July Mr. Justice T. G. Norris made his report as Industrial Inquiry Commissioner investigating the disruption of shipping in the Great Lakes System.*

It will be recalled that after conciliation board proceedings affecting the Seafarers' International Union of Canada and Upper Lakes Shipping Limited, the vessels of the company, which had entered into a collective agreement with the Canadian Maritime Union, were picketed and boycotted by the SIU during the spring and summer of 1962. Many incidents of violence occurred in United States and Canadian ports, culminating in a stoppage of shipping in the locks and canals of the St. Lawrence Seaway.

The SIU had also begun proceedings in 1962 in the Superior Court in Montreal seeking to have both the report of the Conciliation Board and the collective agreement between the company and the CMU declared null and void. At the end of the fiscal year, these proceedings had not been completed.

The report of the Industrial Inquiry Commission was released in mid-July 1963. Mr. Justice Norris found that violence, corruption, discriminatory hiring practices, contempt for law, and mismanagement of union funds existed in the maritime transportation industry.

The principal recommendation concerned the enactment of legislation for the placing of maritime unions under trusteeship in order to ensure the development of clean and democratic trade unionism for Canadian seamen, the stabilization of Canadian maritime shipping, and the end of harassment of Canadian vessels in United States ports.

The other recommendations concerned: (1) government supervision of present discriminatory hiring hall practices, (2) controls over the check-off of monies due seamen, (3) prohibition of membership in the same union of licensed and unlicensed personnel, (4) submission of the matter of the harassment of Canadian vessels in U.S. ports to the International Joint Commission for study and report, (5) safeguards in labour relations legislation to give seamen a more effective voice in matters of representation and collective bargaining, (6) government supervision of seamen's welfare plans, (7) the payment of vacation pay directly to the seamen rather than through the SIU, (8) abolition of the discriminatory practice of enrolling probationary members having no voice in certain union affairs, (9) provision and supervision of manning scales for various classes of vessels, (10) free access to the courts by seamen, without fear of punishment under the union's constitution for taking court action to establish their rights, (11) heavy monetary penalties for disruption of the operation of the St. Lawrence Seaway by leaving vessels

*The full terms of reference of the Commission were given in the annual report for the year ending March 31, 1963, page 4.

in locks or channels by strike action, (12) the appointment of special prosecutors with a view to laying charges against officers of the SIU, (13) effective enforcement of law in labour disputes, and (14) consideration by Parliament of existing Canadian immigration legislation.

The Industrial Relations and Disputes Investigation Act

The Industrial Relations and Disputes Investigation Act came into force on September 1, 1948.

The Act applies to industries within federal jurisdiction, i.e., navigation, shipping, interprovincial railways, canals, telegraphs, interprovincial and international steamship lines and ferries, aerodromes and air transportation, radio broadcasting stations, and works declared by Parliament to be for the general advantage of Canada or two or more of its provinces. Additionally, the Act provides that provincial authorities, if they so desire, may enact similar legislation for application to industries within provincial jurisdiction, and make mutually satisfactory arrangements with the federal Government for the administration of such legislation.

The Minister of Labour is charged with the administration of the Act and is directly responsible for the appointment of conciliation officers, conciliation boards, and Industrial Inquiry Commissions concerning complaints that the Act has been violated or that a party has failed to bargain collectively, and for controlling applications for consent to prosecute.

Sections 16 and 17 of the Act provide conciliation machinery for the adjustment of disputes where no settlement has been reached either in negotiations for a collective agreement after the certification of a bargaining agent or in negotiations for the renewal of an existing agreement. On the request of either party to such a dispute, or in any other case where he considers it advisable to do so, the Minister of Labour may appoint a conciliation officer to confer with the parties for the purpose of helping them conclude an agreement. If a conciliation officer reports failure to bring about the settlement of a dispute, the Minister may appoint a board of conciliation and investigation. The Minister may appoint a conciliation board without prior reference to a conciliation officer, but the usual practice is to appoint a conciliation officer in the first instance.

When a conciliation board is appointed, each party to the dispute is invited to nominate one person for appointment to the board. The two members so appointed are then requested to recommend a third person for appointment as chairman. If they fail to agree, the Minister selects the chairman.

The first duty of a board of conciliation and investigation is to endeavour to bring about agreement between the parties on the matters in dispute. If the board fails to do so, it is required to report its findings and recommendations to the Minister. The Minister supplies each party with a copy of the report, which he may publicize in such manner as he sees fit. A strike or lockout is prohibited until seven days after receipt of the report by the Minister.

The Canada Labour Relations Board is established under the Act as successor to the Wartime Labour Relations Board to administer provisions concerning the certification of bargaining agents, the writing of provisions—for incorporation into collective agreements—that fix a procedure for the final settlement of disputes concerning the meaning or violation of such agreements, and the investigation of complaints referred to the board by the Minister that a party has failed to bargain collectively and to make every reasonable effort to conclude a collective agreement. A report of the activities of the CLRB begins on page 7.

The Board is composed of four representatives of organized labour, four representatives of employers' organizations, and an independent chairman. A vice-chairman acts during the chairman's absence, and officers and staff of the Industrial Relations Branch act as officers and staff of the Board.

While the recommendations were receiving consideration, Canadian vessels continued to be harassed in United States ports. A Canadian vessel was dynamited at the Port of Chicago and many similar incidents occurred. Subsequently the Canadian Government made representations seeking to gain unmolested access of Canadian vessels to United States ports and facilities. Prime Minister Pearson discussed the matter with President Kennedy and President Johnson. The Minister of Labour and the Secretary of State for External Affairs, with their officers, discussed the subject on many occasions with the U.S. Secretary of Labor and the U.S. Secretary of State.

The trusteeship legislation was passed by the House of Commons in October after many efforts had been made to find an effective alternative arrangement that would make legislation unnecessary. On October 23, the Maritime Transportation Unions Trustees Act was proclaimed and appointments made to the Board of Trustees established by the Act. They were: Chairman, Hon. Mr. Justice V. L. Dryer, Supreme Court of British Columbia; His Honour Judge René Lippé, Montreal; and Mr. C. H. Millard, Toronto.

Under the provisions of the Act, the maritime transportation unions were placed under trusteeship "to the end that the danger to navigation and shipping on the St. Lawrence Seaway and the threat to the national and public interests may be removed and to enable the seamen of Canada to assume by peaceful means the democratic management and control of their labour organizations."

While the legislation was under consideration by Parliament, seamen in Canada walked off their vessels and several hundred travelled to Ottawa to stage a demonstration. The first act of the Trustees was to have the seamen resume work. Vessels of several Canadian companies were held up in United States ports but this holdup was of short duration, except for the vessels of Upper Lakes Shipping Limited, boycotts of which were continued at Chicago and various other U.S. ports.

Shortly before the opening of navigation, the Trustees removed the President of the Seafarers' International Union of Canada and appointed in his place an official of the staff of the Board of Trustees. With the opening of navigation in 1964, all Canadian shipping was operating normally in both U.S. and Canadian waters. In March 1964, the Trustees made their first report to Parliament.

Railway Operations—On February 3, 1964 the Minister appointed a conciliation board to deal with a dispute between the major Canadian railways and their non-operating employees. The dispute involved 100,000 employees. The board comprised: Mr. Justice F. Craig Munroe of the Supreme Court of British Columbia, Chairman; company nominee, A. G. Cooper, Q.C., Halifax, and union nominee, David Lewis, Q.C., Toronto. The first hearings of the board were scheduled to begin on April 27, 1964.

With only one or two exceptions, disputes involving all railway running trades unions were settled without the need for conciliation services during the year.

Longshore Operations—As the year began, conciliation board proceedings were underway in a dispute between The Shipping Federation of British Columbia and several locals of the International Longshoremen's and Warehousemen's Union represented by the Canadian Coast Negotiating Committee. On May 31, 1963 the board, chaired by W. R. Sloan, submitted its report. After lengthy direct negotiations, the parties reached agreement on August 6, 1963. Settlement, affecting 2,400 union members, provided for a three-year agreement from August 1, 1963.

On July 22, 1963 the Minister appointed a conciliation board to deal with a dispute between The Shipping Federation of Canada and several locals of the International Longshoremen's Association in Montreal, Three Rivers and Quebec. The conciliation board, chaired by Mr. Justice Robert Lafleur, Montreal, submitted its report to the Minister on September 25,

Analysis of Conciliation Proceedings Under the Industrial Relations and Disputes Investigation Act, by Disposition of Cases, for the Fiscal Year 1963-64 and from Inception of the Act to March 31, 1964

	1963-64		From Inception to March 31, 1964	
	Number of Disputes	Number of Workers Directly Affected	Number of Disputes	Number of Workers Directly Affected
Disputes being dealt with by conciliation officers at beginning of period.....	11	3,195	—	—
Disputes referred to conciliation officers.....	70	27,231	969	783,885
Total.....	81	30,426	969	783,885
Disputes settled by conciliation officers.....	46	14,304	613	189,033
Disputes not settled by conciliation officers..	13	11,308	314	587,554
Disputes which lapsed; no further action required.....	—	—	20	2,484
Disputes being dealt with by conciliation officers at end of period.....	22	4,814	22	4,814
Total.....	81	30,426	969	783,885
Disputes being dealt with by conciliation boards at beginning of period.....	9	3,144	—	—
Disputes in which parties were considering conciliation board recommendations at beginning of period.....	—	—	—	—
Disputes referred to conciliation boards.....	14	111,308	328	1,290,442
Total.....	23	114,452	328	1,290,442
Disputes settled by conciliation boards.....	13	10,701	249	856,656
Disputes not settled by conciliation boards..	2	2,643	60	332,222
Disputes which lapsed; no further board action required.....	—	—	11	456
Disputes in which parties were considering conciliation board recommendations at end of period.....	2	750	2	750
Disputes being dealt with by conciliation boards at end of period.....	6	100,358	6	100,358
Totals.....	23	114,452	328	1,290,442

1963. The union rejected the recommendations of the board and a strike was called on October 4, 1963. On October 2, the Minister appointed His Honour Judge René Lippé, Montreal, to mediate the dispute. Judge Lippé was able to lead the parties to a settlement, terminating the strike. The men resumed work on October 14.

Communications—On July 15, 1963 the Minister appointed a conciliation board to deal with a dispute between the Canadian Broadcasting Corporation and the National Association of Broadcast Employees and Technicians. The board, chaired by His Honour Judge J. C. Anderson, Belleville, Ont., began hearings on October 22 and reported to the Minister on December 9, 1963. The board was reconvened on two occasions to reconsider and clarify its report. The dispute was settled in February 1964 and collective agreements were signed on March 4.

Conciliation Proceedings during Year—Conciliation proceedings under the Industrial Relations and Disputes Investigation Act during the year directly affected 133,570 employees. Conciliation officers effected settlements in 46 of the 81 labour-management disputes referred to conciliation officers; 11 of the 81 had been carried over from the previous year. Conciliation officers were unable to effect settlement of 13 disputes and recommended the appointment of conciliation boards. Conciliation officers were dealing with 22 cases at the close of the year.

Conciliation boards were appointed to deal with 14 disputes. In addition, reports were received from conciliation boards appointed to deal with 9 disputes in the previous year. In 13 of these 23 disputes, settlements were obtained on the basis of the board's reports; two disputes were not settled and legal strikes occurred; eight disputes were still in the hands of conciliation boards at the close of the year.

Other Proceedings under the Act

Complaints of Failure to Bargain—The Minister received no complaints under Section 43 of the Act during the year. Under this section, a party to collective bargaining may make a complaint in writing to the Minister of Labour that any other party to such collective bargaining has failed to comply with the requirements of the Act relating to the commencement of bargaining by authorized representatives and to the making of every reasonable effort to conclude a collective agreement.

Since the Act came into force, the Minister has received ten complaints under Section 43. Two were withdrawn, and eight referred by the Minister to the Canada Labour Relations Board for investigation.

Applications for Consent to Prosecute—The Minister received ten applications for consent to prosecute under Section 46 of the Act during the year. Five of the requests were granted, two were withdrawn, one lapsed, and two were pending at the end of the year.

Since the Act came into force, the Minister has received 74 applications for consent to prosecute. Forty-four were granted, twelve were refused, two were referred to industrial inquiry commissions and settled, three were

referred to conciliation officers and settled, three were withdrawn, eight lapsed, and two were pending at the end of the period.

Complaints of Violation of the Act—Eight complaints of alleged violations of provisions of the Act were made to the Minister during the year. Complaints by a person claiming to be aggrieved because of such violations are permitted under Section 44 of the Act. Two of these resulted in the granting of consent to prosecute. Two complaints were withdrawn and four cases were pending on March 31, 1964.

From the inception of the Act to the end of the year, there were 83 complaints under Section 44. In nine cases the Minister appointed industrial inquiry commissions under Section 56 of the Act to investigate the complaints; the result was either a settlement or dismissal of the complaint. Eight complaints were settled by conciliation officers and three cases referred to conciliation officers were not settled or were dismissed. Twenty-four complaints were withdrawn, 17 lapsed, 18 led to applications for consent to prosecute, and four were pending on March 31, 1964.

Industrial Inquiry Commissions—During the year, two industrial inquiry commissions were appointed under Section 56 of the Act, which empowers the Minister to appoint an industrial inquiry commission to make inquiries regarding industrial matters, and, in particular, to investigate alleged violations of the Act. Since the inception of the Act, 32 such appointments have been made.

CANADA LABOUR RELATIONS BOARD

The Canada Labour Relations Board held sittings on 29 days during the year, and heard oral submissions by representatives of the 43 employers, 26 trade unions and others who appeared before the Board. Hearings are not needed to decide most of the cases coming before the Board.

Certification Proceedings—The 100 applications for the certification of bargaining agents received by the Board during the year affected 23,338* workers. In addition, another six applications for certification were being processed at the close of the previous year. Of these 106 applications, which directly affected 23,805* workers, 53 were granted, 19 rejected and 16 withdrawn. At the end of the year, the remaining 18 were still being investigated. During the year, the Board ordered 15 representation votes in applications for certification, and one vote in an application for revocation of certification.

From the inception of the Act to March 31, 1964, the Board received 1,503 applications for certification, directly affecting some 211,891* workers; 879 applications were granted, 310 rejected, 296 withdrawn, and 18 were pending at the end of the year. In that period, the Board ordered 250 representation votes in applications for certification and 13 votes in applications for revocation of certification.

Complaints of Failure to Bargain—During the year, no complaints were made to the Minister under Section 43 of the Industrial Relations and Disputes Investigation Act, alleging that a party had failed to bargain collectively; therefore no complaints were referred to the Board. One complaint referred

*Preliminary estimates, subject to revision.

to the Board in 1961, however, was being held in abeyance pending completion of legal proceedings.

From the inception of the Act to March 31, 1964, the Minister referred to the Board eight complaints concerning failure to bargain collectively. In three cases the Board issued Orders requiring the respondents to bargain collectively with the complainants, and in one of these cases revoked the Order. It dismissed four complaints on the grounds that Section 43 of the Act did not have application to the matters in dispute. One complaint was in abeyance at the end of the year.

Applications for Revocation of Certification—The Act provides (Sec. 11) that where in the opinion of the Board the bargaining agent no longer represents the majority of employees in the unit for which it was certified, the Board may revoke the certification of the bargaining agent. The Board is also authorized (Sec. 61⁽²⁾) to reconsider, vary or revoke decisions or orders made by it.

Six applications for revocation of certification were received during the year. Four were granted and two were pending at the end of the year.

Since the inception of the Act, the Board has received 54 applications for revocation; 33 were granted, 17 refused, two were withdrawn, and two were pending at the end of the year.

Applications for Procedure for Final Settlement of Disputes Over Meaning or Violation of Collective Agreement—The Act prescribes (Sec. 19) that where a collective agreement does not contain a procedure for the final settlement of differences concerning the meaning or violation of a collective agreement, an application may be made to the Board for the provision of such a procedure. One such application was received during the year but was withdrawn.

Since the inception of the Act, 16 applications have been received. Seven were granted, three rejected, and six settled without the necessity of a Board Order.

FAIR WAGES ON GOVERNMENT CONTRACTS

Progress was made during the year on important undertakings to which labour conditions were applied under the provisions of the Fair Wages and Hours of Labour Act; and two new major developments were begun.

The construction of the South Saskatchewan River Dam is now in its sixth year. The Department of Labour prepared schedules of labour conditions for five contracts in this development, making a total of 39 schedules since the first schedule was issued on July 10, 1958. Much of the earth-moving work on this construction was continued throughout the year—including the winter season—on the basis of two shifts of 10 hours a day and 60 hours a week, with overtime at not less than time and one-half after 8 hours a day and 44 hours a week.

During the year, 13 schedules of labour conditions have been prepared for additional phases of the new atomic energy power plant (Candu Reactor)

at Douglas Point, Ont., for Atomic Energy of Canada Limited, making a total of 39 schedules issued since the work began on September 13, 1960.

Twenty-nine additional schedules have been supplied to Atomic Energy of Canada Limited and to Central Mortgage and Housing Corporation for contracts in the Whiteshell Nuclear Research Establishment in Manitoba, including those for construction of the new town of Pinawa, making a total of 75 schedules issued since the first one on June 8, 1961.

The Northern Canada Power Commission began construction of a hydro-electric power plant and transmission line in the Northwest Territories. The project is designated as the Taltson River Hydro-Electric Development. Two schedules of labour conditions were prepared, and other schedules will be issued as additional phases of the project are undertaken. Construction is scheduled to begin early in 1964 and to be completed in the fall of 1965.

The Canadian Corporation for the 1967 World Exhibition began work on a site on islands and reclaimed land in the St. Lawrence River at Montreal. Defence Construction (1951) Limited is co-operating with the Corporation in the calling of tenders. During the latter part of the year, schedules of labour conditions were prepared for five projects for: construction of substructure and superstructure for a bridge from MacKay Pier to Ile Verte; design, fabrication and erection of mass transit systems from downtown Montreal to the site of the Exhibition; and filling MacKay

Fair Wages Legislation

The Fair Wages legislation is in three parts: the Policy Order, the Act, and the Regulations under the Act. The Fair Wages Policy was originally adopted as a Resolution of the House of Commons in 1900 and in 1907 was expressed in an Order in Council, which was revised and expanded in succeeding years. The last revision and consolidation was Order in Council P.C. 1954-2029 of December 22, 1954.

The statute referred to is the Fair Wages and Hours of Labour Act, passed in 1935. This Act provides for the payment of fair wages on construction contracts, that is, such wage rates as are generally accepted as current for competent workmen in the district but shall in all cases be such wage rates as are fair and reasonable. Working hours are limited to eight a day and 44 a week and these hours may be exceeded only in emergency circumstances approved by the Minister of Labour.

A Regulation under the Act was passed in 1940 and revised by Order in Council P.C. 1954-2030 of December 22, 1954. This Regulation provides that all cases of default in the payment of wages to employees of the contractor or other party charged with the payment of wages under a contract shall be referred to the Minister of Labour for investigation and determination of the amount in default and also provides that where a contracting department has occasion through a breach of contract by a contractor to seize his security and to withhold moneys due under a contract, the department shall immediately notify the Deputy Minister of Labour.

Order in Council P.C. 1960-715, passed on May 26, 1960, amended this Regulation by adding a section to provide that, except where the Minister of Labour orders otherwise, all hours worked in excess of 44 a week shall be paid for on the basis of time and one-half the rate required to be paid under the contract and, where the Minister so orders, that all hours in excess of 8 a day be paid for on the same basis.

Pier with rock and aggregate. A schedule of labour conditions was sent to the Department of Public Works for the construction of an ice control structure.

The Fair Wages legislation, does not apply to contracts for services. Government departments and agencies have found it expedient, however, to include schedules of minimum rates and maximum hours in service contracts in order to ensure fair wages and hours of work. Consequently, the Department of Labour prepares schedules of labour conditions for contracts for interior cleaning of public buildings; moving office furniture and supplies; catering at army camps and in other establishments; cleaning exterior of public buildings; snow, ash and garbage removal; maintenance of RCAF bases, and operation of a multi-storied parking garage. Indications are that the list of services for which schedules are requested will expand.

Works of Construction, Repair, Remodelling and Demolition—During the year the Department issued 2,808 schedules of labour conditions, compared with 2,161 during 1962-63 and 3,005 during 1961-62. The value of contracts reported to the Department as having been awarded during the last year was \$220,117,334, compared with \$170,291,261 for 1962-63.

During the past year, \$85,249 was collected from 96 contractors for distribution to 1,898 workers to satisfy wage arrears owing by contractors. During 1962-63 and 1961-62 collections totalled \$71,225 and \$194,668, respectively.

All complaints received with respect to failure of contractors to apply the labour conditions of contracts were investigated. The policy of regular inspections was also maintained. During the fiscal year the fair wages officers made 126 inspections of wages and hours and other labour conditions—including the non-discrimination provision—being observed by contractors on government contracts. In addition, 71 inspections were made of the overtime rates being paid on contracts where permission had been granted to exceed the statutory hours of work. Corresponding figures for 1962-63 were 173 wage inspections and 132 overtime permit inspections.

During the year 30 schedules of wage rates proposed for use by contractors under Labour Conditions (A-2) were submitted to the Department, examined and approved for use on the contracts in question.

Contracts for the Manufacture of Supplies and Equipment—Departments awarding contracts for the manufacture of supplies and equipment are required to include standard labour conditions as a provision of the contract. During the year, 1,944 contracts were awarded, and 304 statutory declarations listing the classifications of workers employed on such contracts, their wage rates and hours of work, were submitted to the Department for review. Corresponding figures for 1962-63 were 2,062 contracts and 294 statutory declarations.

PREVAILING RATE EMPLOYEES

As a result of discussions held during the preceding two years between the Department and the Treasury Board, with the object of improving and speeding-up prevailing rate procedures, Treasury Board passed new regula-

tions, effective April 1, 1963, and introduced a new procedure for the determination of rates of pay for prevailing rate employees. This has had considerable effect on the operations of the Department.

Prevailing Rate Employees

Effective April 1, Treasury Board announced a new procedure for the determination of prevailing rates. The old procedure involved four steps: (1) requests for the recommendation of prevailing rates were made by individual employing departments to the Department of Labour (2) the Department of Labour made its recommendations to the employing departments (3) employing departments made submissions to Treasury Board, supported by the recommendations of the Department of Labour, for approval of the rates (4) Treasury Board issued departmental authorities approving the rates. The new procedure combines steps (2) and (3) by permitting the Department of Labour to make a monthly submission direct to Treasury Board including all recommendations completed during the month. Treasury Board then issues an authority that permits all departments, or a designated department, to pay the authorized rates at the locations listed.

Responsibility for the initiation of wage rate reviews still rests with employing departments, but the Department of Labour on receipt of a request from one department for a review of rates at any location endeavours to enlarge the survey to include all classes of all departments at that location that are likely to be affected by the original request. Accordingly, surveys are now carried out for all "survey" classes of prevailing rate employees at a given location at one time. This has increased considerably the scope of individual surveys, but has reduced the number of surveys required.

The new procedure has also simplified the administrative machinery by grouping under "main" locations all locations at which rates are established on the basis of the same wage data. Rates are recommended by the Department of Labour and approved by Treasury Board for payment at the main locations, and these rates may be applied automatically at all designated sub-locations.

Ships' Officers Regulations and Ships' Crews Regulations are embodied in T.B. 55857 and T.B. 558258, respectively, both dated December 22, 1959. Pursuant to these Regulations, the rates of ships' officers and crews are approved by Treasury Board on the recommendation of employing departments that in turn are based on recommendations of the Department of Labour. These rates are also based on rates prevailing in the appropriate area of employment for similar classes of work.

Effective April 1, 1955, the Commissionaire Services Regulations, T.B. 482506, of February 8, 1955, provided that agreements may be entered into between government departments and the Canadian Corps of Commissionaires or the British Columbia Corps of Commissionaires for the purpose of providing services by commissionaires. The rate of pay for each commissionaire supplied by the Corps will be established by Treasury Board after consultation with the Department of Labour. An amendment dated March 22, 1957 provided that the rates recommended by the Department of Labour are to be based upon private industry rates for comparable employment in the same area, including the private industry rates for the services of commissionaires.

Altogether, the Department of Labour makes prevailing rate recommendations on behalf of approximately 40,000 employees, who are exempt from certain provisions of the Civil Service Act. They are employed by about 26 departments and agencies of government on public buildings, parks, forests, canals, dockyards, ordnance depots, machine shops, ammunition depots, air stations, printing establishments and on government vessels. In addition, the government departments and agencies have contracted for the use of the services of about 4,000 commissionaires of the Canadian Corps of Commissionaires and the British Columbia Corps of Commissionaires at various locations across Canada.

The new regulations are embodied in Treasury Board Order of April 10, 1963 (T.B. 609506). They require that the rates of pay of prevailing rate employees be based on rates of pay prevailing in the appropriate area in Canada for comparable work, and that the rates of pay of such employees be authorized by Treasury Board on the basis of recommendations of the Department of Labour. (for an explanation of the procedure under the previous regulations, T.B. 558256 of December 22, 1959, see box.)

During the year, 9,492 wage rate recommendations were made, affecting an estimated 734 different occupational classifications. The recommendations involved 116 main locations, 591 sub-locations, and 84 other locations, for a total of 791. Field officers of the Department conducted 231 wage surveys to obtain information about wage rates being paid by private employees in various areas where prevailing rate employees of the Government are employed. In determining the appropriate rates of pay for these employees, the Department examines also the wage returns collected by the Economics and Research Branch, the wage rates established by collective agreements, and the wage rates specified in some provinces by legislation.

LABOUR-MANAGEMENT CO-OPERATION SERVICE

There was evidence during the year of an increasing awareness of the need for labour and management to co-operate for the purpose of achieving common objectives. Both parties have been willing to participate in conferences to improve labour-management co-operation and reach understandings on common goals.

The Labour-Management Co-operation Service held two such conferences in the province of Quebec, one at Ville LaSalle and the other at Alma. At these conferences, trade union, management and government delegates discussed the question of more and better joint labour-management consultation at the plant level.

During the year, 106 new committees, representing 19,033 employees, were added to the roster of functioning labour-management committees. In the same period, 56 committees covering 8,347 employees were dropped from the list for reasons such as inactivity, plant closures or consolidation of operations as the result of administrative changes or merging of a number of operations into one large new plant. The net result is that 1,818 committees were functioning at March 31, 1964, compared with 1,768 at the same date the previous year. The number of employees represented is 513,586 compared with 502,900 the previous year. Committees are active in almost all kinds of undertakings: mining, forestry, manufacturing, retail and wholesale trade, hospitals and civic service.

A better understanding between management and labour is attained through the practice of joint consultation at regular meetings. Suggestions are brought forward regarding improved efficiency, quality of product, safety, reduction of waste, housekeeping, care of equipment, absenteeism, communication and plant operations in general. Some of the more experienced committees are now attacking the deeper social and economic problems that affect them and the national welfare. For example, a committee found a way,

through mutual consultation, to rearrange production schedules to provide employees with continuous 12-month employment.

The Service publishes a news bulletin *Teamwork in Industry* on a monthly basis—except for a combined July-August issue—to a mailing list exceeding 20,000. The bulletin contains reports on the activities of committees across the country as well as other items of interest to management and labour.

To assist committees and stimulate discussions, a monthly bulletin entitled *Let's Discuss* is distributed suggesting topics for discussions at committee meetings. A series of posters illustrating the subject suggested in the *Let's Discuss* bulletin is also distributed to aid the committee to arouse employees' interest and enlist their participation in the activities of the committee. Pay envelope stuffers carrying a reproduction of the poster of the month and a short message on the subject dealt with on the poster are also distributed. Approximately 60,000 posters and 630,000 pay envelope stuffers were distributed during the year.

Labour-management committees were first promoted in Canada under government auspices during World War II by the Industrial Production Co-operation Board. The committees made a considerable contribution to the war effort in many industries. It was decided to encourage their continuance to aid progress in peacetime. In 1947, therefore, the Labour-Management Co-operation Service was established in the Industrial Relations Branch of the Department of Labour. It has continued to promote and service labour-management committees.

The Service has a staff of 11 industrial relations officers with long experience in the field of labour-management co-operation. These officers are located at Amherst, N.S.; Montreal and Trois Rivières, Que.; Ottawa, Toronto, and London, Ont.; Winnipeg, Man.; and Vancouver, B.C.

FAIR EMPLOYMENT PRACTICES

A new pamphlet, *Protection Under Law Against Employment Discrimination*, was published during the year as part of a continuing program of educational publicity under the Canada Fair Employment Practices Act and existing pamphlets in English and French were reprinted. The new pamphlet is a compilation of federal and provincial laws and practices in the area of human rights. It was distributed throughout Canada, the United States

Canada Fair Employment Practices Act

The Canada Fair Employment Practices Act applies to employers and trade unions whose operations fall within federal jurisdiction and is designed to prevent and eliminate discrimination in employment based on race, colour, religion or national origin. Under the Act, no employer may discriminate against any person in regard to employment because of his race, colour, religion or national origin, and no trade union may exclude anyone from membership on these grounds. The Act prohibits the use of advertisements, application forms or other inquiries in connection with employment which express, directly or indirectly, any limitation, specification or preference as to race, colour, religion or national origin. The use of employment agencies which practise discrimination is also forbidden.

and many other countries. The demand has been very great and the pamphlet is going through its third printing. Work was begun on new pamphlets.

Various films, purchased by the Department, were distributed through the facilities of the National Film Board and were viewed by many thousands of Canadians. Radio and television were widely used and the Department participated in a special CBC telecast commemorating the 15th Anniversary of the Universal Declaration of Human Rights.

Advertisements concerning the provisions of the Act were again placed in the foreign language press of Canada and other publications during the year.

Officers of the Department attended several national and international meetings on the subject of discrimination in employment. These meetings were sponsored by trade union organizations and other groups. The Department continued to act as adviser to various community groups that were establishing anti-discrimination committees.

Since the Act came into effect, 36 formal complaints have been received concerning employment discrimination; 35 have been settled and the other was still under investigation.

FEMALE EMPLOYEES EQUAL PAY ACT

No formal complaints have been received under the Female Employees Equal Pay Act, which came into effect on October 1, 1956. The Act applies to employers and employees engaged in works, undertakings and businesses coming within federal jurisdiction.

The co-operation of employers and trade unions was sought after the Act came into effect to ensure compliance with the purposes of the Act. Employers to whom the Act applies were asked to review their practices in the payment of female employees in order to avoid or eliminate any conflict with the provisions of the Act.

The Act prohibits an employer from employing a female employee for any work at a rate of pay that is less than the rate at which a male employee is employed by that employer for identical or substantially identical work. A difference in rates of pay for male and female employees doing identical or substantially identical work does not contravene the Act when such difference is based upon factors other than sex that normally justify different rates of pay. Complaints under the Act may be made in the first instance to the Minister of Labour. Such complaints may be referred by the Minister to a Fair Wage Officer to make an investigation and try to effect a settlement. If no settlement follows, the complaint may be referred to a referee for final decision after hearing the parties concerned. The referee may order the adjustment of wages paid to female employees.

ANNUAL VACATIONS ACT

In 1963-64, the Minister of Labour approved various applications under the Annual Vacations Act. Complaints concerning the non-payment of vacation pay were adjusted where necessary. Fifty-one complaints seeking the payment of vacation pay were processed and the employees concerned received \$4,266.53 in vacation pay. Much advice and assistance have been

given to employers, employees and trade union representatives seeking an explanation of the provisions of the Act and an opinion with respect to its application to groups of employees.

On October 9, 1963, the Annual Vacations Regulations were amended by Order-in-Council P.C. 1963-1400, which revoked Subsection (4) of Section 12 with the result that it no longer has application. This subsection read as follows: "Where provisions respecting the granting of an annual vacation with pay which have been previously approved by the Minister are contained in a new or revised collective agreement, the said provisions shall, upon notification in writing to the Director of the contents of the provisions and the fact of their previous approval, be deemed approved by the Minister."

Where the vacation provisions have been previously approved, it will be seen that after October 9, 1963 they no longer will be deemed to be approved by the Minister when the parties notify the Director that these vacation provisions are contained in a new or revised collective agreement. In future, in any such new or revised collective agreements where the provisions for the granting of an annual vacation with pay are considered to be at variance with the Act, they will have to receive a new approval by the Minister upon joint application by the parties under Section 12 of the Regulations.

Annual Vacations Act

The Annual Vacations Act provides that employees in works, businesses or undertakings under federal jurisdiction shall be given one week's vacation for the first completed year of employment, with vacation pay being at the rate of 2 per cent of gross earnings. For the second and subsequent completed years of employment the vacation period is two weeks, with vacation pay at the rate of 4 per cent of gross earnings. The vacation is to be granted not later than ten months after the completion of the year of employment in which the vacation is earned. Employees whose employment is terminated for any reason before the completion of a year of employment are entitled to vacation pay at the same percentages of earnings for the portion of the year employed. A person employed for 30 days or less in his first year of employment is not entitled to vacation pay.

The Act provides also that the Minister of Labour may approve collective agreement provisions for vacations with pay. The agreement provisions so approved supersede the provisions contained in the Act. The Minister of Labour may approve a calendar or other year of employment, in place of the anniversary-date-of-employment year upon which the Act is based, as the year of employment for purposes of granting vacations with pay.

Regulations pursuant to Section 9 of the Annual Vacations Act were made on September 2, 1958 by Order in Council P.C. 1958-1320, and were amended on October 9, 1963 by Order in Council P.C. 1963-1400. These Regulations prescribe procedures for carrying out the purposes and provisions of the Act. Among other things, the Regulations provide for the making of applications for waiving and postponing vacations, for approval of a calendar or other year as the year of employment for vacations-with-pay purposes, and for the approval of collective agreement provisions for the granting of vacations with pay. The Regulations provide also for the exemption of certain classes of employees from the Act, for the keeping of employee records pertaining to annual vacations with pay, and for the payment to the Minister of Labour of vacation pay due employees who cannot be located by the employer. Such vacation pay is held in a suspense account by the Minister until claimed by the employee.

TECHNICAL AND VOCATIONAL TRAINING

MANY NEW technical and vocational training institutions, and additions, planned by the provinces since the enactment in December 1960 of the Technical and Vocational Training Assistance Act, were opened during the year just ended. Many others were nearing completion at the end of the year.

To date, 559 capital projects with an aggregate value of nearly \$560 million have been approved for a federal contribution under the cost-sharing program to expand Canada's training facilities. Of the estimated federal share of \$341 million, almost \$300 million had been paid by year-end, of which some \$102 million was paid during the year. Only 46 new projects, calling for a federal contribution of less than \$18 million, were submitted by the provinces and approved during the year.

The past year, in effect, was largely one of completing capital expenditure programs already undertaken rather than one of breaking new ground. But in December 1963, Parliament amended the Act to extend the period for federal sharing at the 75-per-cent rate and gave new impetus to the capital expenditure program. This has led to a resumption of planning by most provinces for the construction of additional school facilities to round out their training programs. The need for many of these facilities had been recognized earlier but the urgency of other capital projects prevented the allocation of provincial funds at the time.

Other amendments to the Act provided for an increase from 75 to 90 per cent in federal contributions toward the training allowances paid to unemployed workers, and for an increase, from 50 to 75 per cent, in the federal Government's share of provincial government contributions toward certain of the programs developed by industries for their own employees, the agreement with the province to define the nature of such programs.

In 1963-64 the combined federal contribution for capital and operating programs was \$136,431,967; in 1962-63 it was \$207,915,439. The federal contribution toward the capital costs of schools and equipment (\$102.0 million) was less than in 1962-63 (\$179.6 million), but the federal contribution toward the operational costs of training programs rose from \$28.3 million to \$34.1 million. The higher level of training activity that became possible as new school facilities were made ready for use was largely responsible for this increase. The programs for training of the unemployed and for trade and occupational training for adults who have left the regular school system showed the greatest increases in expenditures and enrolments, followed by technician training and apprenticeship training programs. A much higher proportion of high school students selected the vocational programs that had become more generally available.

This year the Branch became responsible for the Small Business Management Training program, developed by the Department of Trade and Commerce and operated in co-operation with the provinces to provide owner/

The Technical and Vocational Training Assistance Act

The purpose of the Technical and Vocational Training Assistance Act is to provide financial assistance for the development and operation of technical and vocational training facilities and programs throughout Canada.

The Act authorizes the Minister of Labour to enter into an agreement with any province, for a period not exceeding six years, to provide for the payment to the province of contributions in respect of the costs incurred by the province in undertaking a program of technical and vocational training. Such training programs may be: for unemployed persons; for the training of persons in technical or vocational courses in regular secondary schools in the province, where such training is given as a part of the regular secondary school program; for the training of teachers, supervisors or administrators to carry out technical or vocational training programs; for persons over the regular school leaving age who have left school and who require training to develop or increase occupational skill; for apprentices; for supervisors in industries; for the training of persons in the skills of science or technology and the application thereof, except where such training is designed for university credit; for disabled persons; and for the training of members or veterans of the armed services, and training for departments or agencies of the Government of Canada.

The Minister is authorized to enter into an agreement with any province, for a similar six-year period, for sharing in capital expenditures incurred by the province on training facilities.

The Act makes provision for the continuation of agreements for training projects made under the Youth Training Act, 1939, or under the Vocational Training Co-ordination Act.

The Minister may, without reference to the provinces, undertake programs of technical and vocational training for members or veterans of the armed services, and training for departments or agencies of the Government of Canada.

The Minister is also authorized to undertake and direct research pertaining to technical and vocational training and to disseminate information about such training.

Education, in so far as governments are concerned, is a provincial responsibility and, since vocational training is generally regarded as an integral part of the established educational system in each province, the federal Department of Labour has refrained from operating its own training programs and has relied on the provinces to provide suitable training for all purposes as set forth in the Act.

The full costs of training programs undertaken for the federal Government, or such lesser percentage as may be specified by agreement, are refunded to the provinces. Up to 75 per cent of the costs of other approved programs and, by recent amendment of the Act, an additional 15 per cent of training allowances for the unemployed, may be refunded to provincial governments, subject to the limitation of funds voted by Parliament for such purpose.

Agreements under the Act

The conditions and regulations currently governing federal financial assistance to the various types of training are set forth in the following federal-provincial agreements effective under authority of the Technical and Vocational Training Assistance Act:

The Technical and Vocational Training Agreement The Apprenticeship Training Agreement

The purpose of these agreements is to make available to every Canadian the opportunity for training that will be suitable in his case in order to bring about the total development of a competent Canadian labour force.

managers of small businesses with the fundamentals necessary for effective management. These courses have demonstrated their value not only in Canada, but also in the United States, where pilot courses conducted with technical assistance from Canada have attracted high praise.

The Branch has recruited additional qualified personnel to handle the increasing work load and to undertake research and analysis programs that can best be carried out by a central agency. The Technical Services Division has been further developed and supporting staff for other Divisions has been engaged or is being sought.

TECHNICAL AND VOCATIONAL TRAINING AGREEMENT

All provinces are parties to the Technical and Vocational Training Agreement which became effective on April 1, 1961 and will expire on March 31, 1967. The present Agreement provides for reimbursement by the federal Government to the provinces of 75 per cent of their approved capital expenditures incurred before March 31, 1963 to provide training facilities; of 50 per cent of such expenditures incurred after that date. It provides for the Government to contribute 50 per cent of the cost of training the unemployed, and a further 25 per cent when the number of student training days in the year exceeds 7 per cent of the number of adults in the province as determined by the 1961 census. The full cost of training provided for members of the armed services is repaid to the provinces, and up to 100 per cent of the cost of training for a federal department or agency or for employment related to the activity that such an agency carries on. The federal contribution to the Vocational High School and the Student Aid programs is at the rate of 50 per cent, subject to a quota for each province. The rate of contribution to other programs is 50 per cent, without limit of a quota.

To implement the changes that were made in the Act in December 1963, amendments to the Technical and Vocational Training Agreement have been drafted and circulated to the provinces for signature. These amendments will authorize

1. federal sharing at the rate of 75 per cent in capital expenditures incurred by the provinces on training facilities until the federal contribution payable to the province reaches an amount equal to \$480 for each person in the 15-19 (inclusive) age group residing in the province as determined by the 1961 census, thereafter and until the Agreement expires the rate to be 50 per cent;

2. federal sharing at the rate of 75 per cent in provincial expenditures for training the unemployed, regardless of the number trained, with an additional federal contribution of 15 per cent toward the cost of approved provincial training allowances paid to unemployed persons while in training;

3. federal sharing at the rate of 75 per cent in the provincial contribution to industry's expenditures for approved training programs within industry which consist of:

- (a) basic training for skill development in such subjects as mathematics, science and communication skills;
- (b) apprenticeship; or
- (c) retraining of employees who would otherwise be displaced because of technological or other industrial changes.

Whereas other programs provide for sharing in operating costs, the Capital Expenditures Program provides for federal assistance toward the cost of the facilities—buildings and equipment for all types of technical and vocational training, including apprenticeship. As far as possible, training facilities are developed with a view to their possible use for more than one program.

Capital Expenditures Program—As noted above, the provinces claimed \$102,037,672 of federal assistance for capital projects during the year. They submitted 46 additional building and equipment projects to be approved for federal contribution.

In 1960 there were about 108,000 student places available for technical and vocational training. An additional 153,371 student places were planned in the expansion program developed since April 1961 when the Agreement came into effect. Most of these additional places have been developed and are already in use. It is estimated that by 1970 almost 500,000 places will be required. The present ratio of student places in vocational high schools to places in institutes of technology and trade schools is approximately 3 to 1, but reports of current planning indicate that the emphasis is shifting to the two latter types of institution.

TABLE 1—Capital Expenditures Program: Payments

Province	Claims Paid 1963-64		
	For Previous Year	For 1963-64	Total Payments
	\$	\$	\$
Newfoundland.....	—	4,920,786.41	4,920,786.41
Prince Edward Island.....	343,024.41	1,176,924.56	1,519,948.97
Nova Scotia.....	1,275,518.32	2,308,295.82	3,583,814.14
New Brunswick.....	803,735.94	761,254.71	1,564,990.65
Quebec.....	1,271,788.06	7,702,226.28	8,974,014.34
Ontario.....	2,043,786.82	57,306,288.38	59,350,075.20
Manitoba.....	—	797,369.16	797,369.16
Saskatchewan.....	278,840.98	2,148,653.54	2,427,494.52
Alberta.....	31,990.63	11,998,025.12	12,030,015.75
British Columbia.....	949,498.00	5,827,466.29	6,776,964.29
Yukon Territory.....	11,821.28	80,377.41	92,198.69
Northwest Territories.....	—	—	—
Totals.....	7,010,004.44	95,027,667.68	102,037,672.12

TABLE 2—Capital Expenditures Program: Projects Approved, April 1, 1961 to March 31, 1964

Province	New School Facilities				Additions, Alterations and Equipment— Existing Schools				Student Places	Total Estimated Cost	Estimated Federal Contribution
	Inst. Tech. ¹	Trade School	Voc. H.S. ²	Inst. Tech. ¹	Trade School	Voc. H.S. ²	Minor less than \$10,000				
										\$	\$
Newfoundland.....	1	12	—	—	1	—	1	3,579	28,019,708		20,696,825
Prince Edward Island.....	—	1	1	—	—	—	6	1,380	3,566,623		2,674,968
Nova Scotia.....	1	1	5	—	6	1	1	2,838	10,305,506		7,654,129
New Brunswick.....	2	4	—	—	2	—	7	2,545	8,935,155		5,750,353
Quebec.....	4	21	2	15	50	—	9	12,133	59,005,006		30,169,740
Ontario.....	2	7	180	5	9	58	17	106,261	350,138,388		207,216,366
Manitoba.....	1	—	—	—	3	10	43	2,180	7,105,136		4,980,733
Saskatchewan.....	1	—	2	1	—	4	—	3,654	17,141,784		8,367,831
Alberta.....	1	1	21	1	3	9	3	12,915	51,960,426		38,054,014
British Columbia.....	1	4	3	—	3	7	3	5,712	21,961,132		14,850,612
Yukon Territory.....	—	1	—	—	—	—	—	144	908,980		679,235
Northwest Territories.....	—	—	—	—	1	—	—	30	500,000		67,800
Totals.....	14	52	214	22	78	89	90	153,371	559,547,844		341,162,606

¹All the Institutes of Technology listed will offer Trade Training Courses with the exception of Institutes in Ontario, the British Columbia Institute of Technology and 12 of the 19 Institutes in Quebec.

²This category includes Technical Secondary schools and vocational departments in Composite High Schools.

Program 1—Vocational High School Training—This year the federal government contribution toward the provincial cost of operating vocational high school classes was \$2,765,434; the 1962-63 contribution was \$1,930,000. The increase arose from the payment of a delayed claim from Quebec in respect of operations in 1962-63, the first year that the province had participated under this program. Total enrolments in vocational high school classes, as reported by all provinces except Quebec, whose enrolment figures are not yet available, increased from 112,081 in 1962-63 to 164,420 in 1963-64.

The Agreement provides for federal sharing in the operating costs of courses in which at least one-half of the school time is devoted to technical, commercial and other vocational subjects and which are designed to prepare students for entry into employment by developing occupational qualifications. The federal Government has undertaken to contribute up to a total of \$15,000,000 to all provinces and territories over the six-year period April 1, 1961 to March 31, 1967, with a maximum contribution of \$3,000,000 in any one year.

This annual allotment of \$3,000,000 is apportioned to the provinces and territories. An initial allotment of \$30,000 is made to each province and \$20,000 to each of the Yukon and the Northwest Territories. The balance of the annual allotment is divided among the provinces and the territories on the basis of the ratio of the number of persons 15 to 19 years of age inclusive residing in each province to the total number of persons in that age group in Canada, as determined by the latest census. In no case will this contribution exceed 50 per cent of provincial costs, nor will any part of the contribution be used for capital expenditures. The federal contribution may be used to defray actual provincial operating costs or for

TABLE 3—Vocational High School Training (V.H.S.), Program 1—Payments

Province	Federal Allotment	Claims paid 1963-64		
		For Previous Year	For 1963-64	Total Payments
	\$	\$	\$	\$
Newfoundland.....	111,300.00	—	6,275.00	6,275.00
Prince Edward Island.....	46,700.00	4,323.25	46,700.00	51,023.25
Nova Scotia.....	150,000.00	—	149,925.25	149,925.25
New Brunswick.....	130,000.00	36,054.46	—	36,054.46
Quebec.....	897,000.00	897,000.00	—	897,000.00
Ontario.....	841,000.00	—	841,000.00	841,000.00
Manitoba.....	161,500.00	—	157,202.27	157,202.27
Saskatchewan.....	165,500.00	—	165,500.00	165,500.00
Alberta.....	213,500.00	—	213,500.00	213,500.00
British Columbia.....	239,000.00	—	239,000.00	239,000.00
Yukon Territory.....	21,400.00	—	8,954.50	8,954.50
Northwest Territories.....	23,100.00	—	—	—
Totals.....	3,000,000.00	937,377.71	1,828,057.02	2,765,434.73

TABLE 4—Vocational High School Training (V.H.S.) Program 1—Enrolments, School Year 1963-64

Course	Nfld.	P.E.I.	N.S.	N.B.	Que.	Ont.	Man.	Sask.	Alta.	B.C.	Total
Argiculture and Horticulture.....	—	—	—	43	Enrolment figures for the Province of Quebec are not available	32	—	29	—	211	315
Aircraft Mechanic.....	—	—	—	—		46	—	—	—	—	46
Auto Body.....	—	—	—	—		45	—	3	21	—	69
Auto Mechanics.....	—	14	157	354		2,258	226	248	700	264	4,221
Auto Servicing.....	—	—	—	—		32	—	—	—	—	32
Barbering.....	—	—	—	—		32	—	—	—	—	32
Beauty Culture and Hairdressing.....	—	—	28	42		244	—	—	74	28	416
Bricklaying and Masonry.....	—	—	8	—		21	—	—	—	—	29
Business Administration.....	—	—	—	—		31	—	—	—	—	31
Business and Commercial	366	191	614	3,204		54,325	3,770	3,097	5,371	8,134	79,072
Carpentry.....	—	—	—	—		—	—	—	—	32	32
Commercial Cooking.....	—	—	9	—		51	23	—	34	32	149
Commercial, Industrial and Graphic Arts.....	—	—	—	—		1,016	119	32	73	14	1,254
Dental Nursing.....	—	—	—	—		21	—	—	—	—	21
Dressmaking and Sewing	—	—	—	—		26	—	—	5	—	31
Diesel Mech.....	—	—	62	—		—	26	—	—	—	88
Drafting.....	—	9	108	215		2,538	121	367	156	28	3,542
Electricity.....	—	11	94	298		1,825	300	61	324	69	2,982
Electrical Machinery.....	—	—	23	—		—	—	—	—	—	23
Electronics.....	—	14	118	119		1,096	—	84	154	70	1,655
Exploratory Course.....	—	147	—	375		37,054	28	1,417	2,679	1,808	43,508
Fine and Applied Arts.....	—	—	—	41		—	—	—	—	—	41
Food Processing.....	—	—	—	—		32	—	—	—	—	32
Foundry.....	—	—	—	—		3	—	—	—	8	11
Heating and Ventilation.....	—	—	29	—		—	—	—	—	—	29
Home Economics.....	—	—	—	484		—	—	—	—	—	484
Industrial Chemistry.....	—	—	—	—		325	—	—	7	—	332
Machine Shop.....	—	—	87	99		1,529	50	153	174	146	2,238
Metal Working.....	—	—	—	—		—	—	21	—	—	21
Nursing Aides.....	—	—	—	21		59	—	—	—	—	80
Occupational Courses.....	—	—	—	343		4,506	—	870	1,038	1,221	7,978
Painting and Decorating.....	—	—	10	—		32	—	—	—	—	42
Pattern Making.....	—	—	—	—		9	—	—	—	—	9
Photography.....	—	—	12	—		—	5	—	—	—	17
Plumbing and Steamfitting.....	—	2	76	—		36	—	—	—	—	114
Printing.....	—	—	—	25		467	—	—	55	17	564
Refrigeration and Air Cond.....	—	—	11	—		77	—	—	—	—	88
Restaurant Service.....	—	—	—	—		12	—	—	22	—	34
Retail Merchandising.....	—	—	12	—		29	—	—	—	—	41
Science, Tech. and Trades.....	—	—	—	—		11,799	—	—	—	—	11,799
Sheet Metal.....	—	—	21	12		272	29	2	3	26	365
Shoe Repair and Leather Work.....	—	—	—	—		32	—	—	—	—	32
Stationary Engineer.....	—	—	—	—		12	—	—	—	—	12
Tailoring.....	—	—	—	—		32	—	—	—	5	37
Technology.....	—	—	—	—		284	—	—	—	—	284
Trowel Trades.....	—	—	—	—		32	—	—	—	—	32
Upholstering.....	—	—	—	—		32	—	—	—	—	32
Warehouse and Stockkeeping.....	—	—	—	—		64	—	—	—	—	64
Welding.....	—	5	45	41		148	31	77	23	—	370
Woodworking.....	—	2	112	166		587	—	270	293	260	1,690
Totals.....	366	395	1,636	5,882		121,103	4,728	6,731	11,206	12,373	164,420

Enrolment figures for the Province of Quebec are not available

authorized provincial grants for operating costs of approved technical and vocational secondary school programs and courses.

Program 2—Technician Training—Federal contributions toward the provincial operating costs of the program for technician training at the post-high school level were \$7,064,082; in 1962-63 they were \$6,794,211.

The provinces reported 13,887 persons in training, compared with 11,608 a year earlier.

This program was designed to assist in relieving an acute and persistent shortage of technically trained persons at a post-high school level, persons who can assist the professional engineer or the scientist by undertaking many of the important but time-consuming tasks that are associated with his work. There are now 35 institutions across Canada that provide this training. Seven of these are in their first year of operation; another new institute will begin operation in 1964. Though enrolments in technician training are increasing steadily, opportunities for employment in this field far exceed the number of graduates. It is expected that approximately 7,250

TABLE 5—Technician Training (T), Program 2—Payments

Province	Claims Paid 1963-64		
	For Previous Year	For 1963-64	Total Payments
	\$	\$	\$
Newfoundland.....	—	14,897.81	14,897.81
Prince Edward Island.....	—	—	—
Nova Scotia.....	—	14,289.71	14,289.71
New Brunswick.....	32,810.14	—	32,810.14
Quebec.....	304,999.27	5,164,832.87	5,469,832.14
Ontario.....	255,249.87	601,315.67	856,565.54
Manitoba.....	1,248.68	43,190.92	44,439.60
Saskatchewan.....	4,603.21	210,736.62	215,339.83
Alberta.....	—	345,170.83	345,170.83
British Columbia.....	1,088.13	68,865.12	69,953.25
Yukon Territory.....	—	—	—
Northwest Territories.....	—	783.71	783.71
Totals.....	599,999.30	6,464,083.26	7,064,082.56

TABLE 6—Technician Training (T) Program 2—Enrolments, School Year 1963-64

Course	Nfld.	P.E.I.	N.S.	N.B.	Que.	Ont.	Man.	Sask.	Alta.	B.C.	Total
Accountancy.....	—	—	—	40	—	—	—	59	—	—	99
Aeronautics.....	—	—	—	—	117	—	—	—	—	—	117
Aeronautical Engineering Technology.....	—	—	—	—	—	—	—	—	55	—	55
Aeronautical Technology.....	—	—	—	—	—	31	—	—	—	—	31
Agricultural Technology.....	—	—	—	—	124	—	—	—	—	—	124
Aircraft Maintenance Technology.....	—	—	—	—	—	—	—	—	41	—	41
Architectural Drafting Technology.....	—	—	—	38	—	—	—	—	—	—	38
Architectural Technology.....	—	—	—	—	—	224	—	51	54	—	329
Automotive Technology.....	—	—	—	—	727	—	—	—	—	—	727
Automotive Service Technology.....	—	—	—	—	—	—	—	—	60	—	60
Blacksmithing.....	—	—	—	—	3	—	—	—	—	—	3
Business Administration.....	—	—	—	24	—	892	38	—	—	—	954

TABLE 6—Technician Training (T) Program 2—Enrolments, School Year 1963-64
(Concluded)

Course	Nfld.	P.E.I.	N.S.	N.B.	Que.	Ont.	Man.	Sask.	Alta.	B.C.	Total
Chemistry and Dyeing.....	—	—	—	—	50	—	—	—	—	—	50
Chemical Technology.....	—	—	—	—	—	526	—	—	—	—	526
Civil Technology.....	—	—	—	—	—	213	39	55	27	—	334
Commercial Art, Fine Arts, Crafts and Ceramics.....	—	—	—	—	13	—	—	—	89	—	102
Commercial Cooking.....	—	—	—	—	—	—	—	—	32	—	32
Construction Technology.....	14	—	—	—	—	—	—	—	42	—	56
Dental Technology.....	—	—	—	—	—	—	—	—	12	—	12
Drafting Technology.....	—	—	—	—	—	—	—	—	91	—	91
Electrical Technology.....	16	—	15	31	1,565	105	22	26	—	—	1,780
Electronic Technology.....	—	—	15	44	1,232	854	61	38	278	—	2,522
Engineering Technology.....	—	—	—	—	—	76	—	—	—	—	76
Forest Technology.....	—	—	—	—	—	63	—	—	—	—	63
Foundry.....	—	—	—	—	14	—	—	—	—	—	14
Furniture and Interior Design.....	—	—	—	—	253	73	—	—	—	—	326
Gas Technology.....	—	—	—	—	—	18	—	—	21	—	39
Graphic Arts.....	—	—	—	—	143	122	—	—	—	—	265
Heavy Duty Equipment Technology.....	—	—	—	—	—	—	—	—	20	—	20
Home Economics (Fashion).....	—	—	—	—	—	70	—	—	—	—	70
Home Economics (Food Admin.).....	—	—	—	—	—	97	—	6	—	—	103
Home Economics (Pre- School).....	—	—	—	—	—	19	—	—	—	—	19
Hotel Resort Restaurant.....	—	—	—	—	—	68	—	—	—	—	68
Industrial Production Technology.....	—	—	—	—	—	—	—	—	17	—	17
Industrial Chemistry.....	—	—	—	—	268	—	—	—	—	—	268
Industrial Electrical Technology.....	—	—	—	—	—	—	—	—	75	—	75
Industrial Laboratory Technology.....	—	—	—	—	—	—	—	—	154	—	154
Instrument Technology.....	—	—	—	—	64	28	—	—	20	—	112
Interior Decorating.....	—	—	—	—	147	—	—	—	—	—	147
Journalism.....	—	—	—	—	—	119	—	—	—	—	119
Land Surveying Technology.....	12	—	28	—	—	—	—	—	47	—	87
Machine Shop.....	—	—	—	—	1,039	—	—	—	—	—	1,039
Marine Electronics.....	—	—	—	6	—	—	—	—	—	—	6
Marine Engineering.....	—	—	—	—	28	—	—	—	—	—	28
Materials Technology.....	—	—	—	—	—	—	—	—	22	—	22
Mechanical Engineering Technology.....	—	—	—	—	—	—	—	38	—	—	38
Mechanical Technology.....	—	—	5	22	—	434	30	—	32	—	523
Medical and Laboratory Technology.....	—	—	—	—	—	36	—	—	55	—	91
Merchandising Admin.....	—	—	—	—	—	77	—	—	86	—	163
Metallurgical Technology.....	—	—	—	—	62	49	—	—	—	—	111
Mining Technology.....	—	—	—	—	26	96	—	—	—	—	122
Navigation.....	—	—	—	—	34	—	—	—	—	—	34
Paper Making.....	—	—	—	—	118	—	—	—	—	—	118
Pattern Making.....	—	—	—	—	40	—	—	—	—	—	40
Petroleum Technology.....	—	—	—	—	—	—	—	—	60	—	60
Photographic Arts and Technology.....	—	—	—	—	—	59	—	—	25	—	84
Plumbing and Heating.....	—	—	—	—	39	—	—	—	—	—	39
Power Plant Engineering.....	—	—	—	—	—	—	—	—	27	—	27
Printing Management.....	—	—	—	—	—	61	—	—	—	—	61
Radio and T.V. Arts.....	—	—	—	—	—	121	—	—	—	—	121
Refrigeration and Air Conditioning.....	—	—	—	—	91	—	—	—	38	—	129
Resources Management.....	—	—	—	—	—	—	—	23	—	—	23
Secretarial Science.....	—	—	—	2	—	133	8	20	—	—	163
Sheet Metal.....	—	—	—	—	78	—	—	—	—	—	78
Textile Technology.....	—	—	—	—	68	41	—	—	—	—	109
Tool Making.....	—	—	—	—	42	—	—	—	—	—	42
Welding.....	—	—	—	—	116	—	—	—	—	—	116
Wireless Telecommunication..	—	—	—	—	25	—	—	—	—	—	25
Woodworking.....	—	—	—	—	324	—	—	—	—	—	324
X-Ray Technology.....	—	—	—	—	—	—	—	—	26	—	26
Totals.....	42	—	63	207	6,850	4,705	198	316	1,506	—	13,887

TABLE 7—Assistance to Trainees under Technician Training Program (T), Program 2, April 1, 1963 to March 31, 1964

Province	Amount Shareable by ¹ Federal Government	Number of Shareable Awards		
		Men	Women	Total
Newfoundland.....	—	—	—	—
Prince Edward Island.....	—	—	—	—
Nova Scotia.....	—	—	—	—
New Brunswick.....	42,735.10	94	—	94
Quebec.....	222,435.40	3,257	—	3,257
Ontario.....	61,275.00	295	24	319
Manitoba.....	4,300.00	18	3	21
Saskatchewan.....	44,270.00	84	3	87
Alberta.....	24,078.75	113	1	114
British Columbia.....	—	—	—	—
Yukon Territory.....	—	—	—	—
Northwest Territories.....	12,585.50	22	1	23
Totals.....	411,679.75	3,883	32	3,915

¹Federal contributions in respect of awards under Program 2 are reflected in payments to provinces as shown in Table 5.

persons will graduate from the scientifically based faculties at Canadian universities in 1964. At the same time, only about 2,400 technically trained support personnel for these engineers and scientists will graduate from Canadian institutes of technology.

Aside from the progress made in providing more and better facilities for training technicians, an encouraging development has been the growing recognition accorded by business, industry and society to the institute of technology graduate. The recent acceptance of common designations for graduation from Canadian institutes of technology (Diploma of Technology, Diploma of Applied Arts, and their French language equivalents) will enhance the prestige of these graduates since the designations signify clearly to prospective employers the extent and quality of the training they have received.

Program 3—Trade and Occupational Training—Federal Government contributions toward the program for trade and occupational training for adults increased from \$8,172,691 in 1962-63 to \$10,288,190 in 1963-64. With more institutions now offering such training, enrolments reached 27,394 this year.

Program 3 is the basic program for providing pre-employment, upgrading and retraining courses for persons who are over the compulsory school attendance age and who have left the regular secondary schools. Full-time courses in more than 80 occupations or occupational groups, such as agri-

cultural or commercial, are in operation. In addition to full-time day classes, a substantial number of evening programs are carried on; complete statistics for these are not available.

It is intended to amend the federal-provincial training agreements to provide that the in-school training of apprentices will be carried on under Program 3. This change, coupled with the expansion of facilities for Program 3 training, is expected to make this program the largest at the trade and occupational level.

TABLE 8—Trade and Occupational Training (T.O.), Program 3—Payments

Province	Claims Paid 1963-64		
	For Previous Year	For 1963-64	Total Payments
	\$	\$	\$
Newfoundland.....	—	391,575.23	391,575.23
Prince Edward Island.....	1,366.89	21,547.00	22,913.89
Nova Scotia.....	468.53	279,168.07	279,636.60
New Brunswick.....	105,724.95	62,083.49	167,808.44
Quebec.....	575,234.01	5,225,594.68	5,800,828.69
Ontario.....	383,262.64	557,323.09	940,585.73
Manitoba.....	1,056.00	107,757.23	108,813.23
Saskatchewan.....	722.70	363,165.15	363,887.85
Alberta.....	—	1,461,592.77	1,461,592.77
British Columbia.....	17,859.67	664,116.37	681,976.04
Yukon Territory.....	—	59,460.08	59,460.08
Northwest Territories.....	—	9,111.72	9,111.72
Totals.....	1,085,695.39	9,202,494.88	10,288,190.27

TABLE 9—Trade and Occupational Training (T.O.), Program 3—Enrolments

Province	In Training March 31, 1963	April 1, 1963 to March 31, 1964	Total Enrolments
Newfoundland.....	138	1,446	1,584
Prince Edward Island.....	—	12	12
Nova Scotia.....	39	362	401
New Brunswick.....	380	1,102	1,482
Quebec.....	3,755	10,378	14,133
Ontario.....	378	684	1,062
Manitoba.....	27	392	419
Saskatchewan.....	53	967	1,020
Alberta.....	413	2,158	2,571
British Columbia.....	1,135	3,431	4,566
Yukon Territory.....	—	63	63
Northwest Territories.....	13	68	81
Totals.....	6,331	21,063	27,394

Program 4—Training in Co-operation with Industry—Federal contributions toward the program for training in co-operation with industry were \$88,016 compared with \$56,478 the year before. Enrolments were reported at 7,814, about double the number reported the previous year. The transfer to the Department of Labour, from the Department of Trade and Commerce, of responsibility for the Small Business Management Training program accounted for part of the increase in expenditures and enrolments. At the same time activity in the fields of supervisory training and retraining and upgrading for workers employed in industry continued to expand.

Up to this time most of the provinces have participated in the in-plant training of workers under this program only to the extent of providing premises, instructors and technical advice for the conduct of courses of "basic training for skill development". These courses aim to improve a worker's knowledge of mathematics, science and language and to prepare him for entry to courses for training in technical or occupational skills. But the provinces have participated freely with industry in arranging required courses of training and supplying premises and instructors under other programs. The more generous provisions that have been made for sharing in provincial expenditures for certain types of training in industry will, it is hoped, make it financially possible for the provinces to extend their participation in this field.

This year the attention of Branch officials concerned with supervisory training and management education has been focussed primarily upon research and the development of new courses, based on modern concepts in industry, to replace the series of "J" and other courses that were widely used in the wartime and early postwar periods. Four new courses have

TABLE 10—Training in Co-operation with Industry (T.I), Program 4—Payments

Province	Claims Paid 1963-64		
	For Previous Year	For 1963-64	Total Payments
	\$	\$	\$
Newfoundland.....	—	—	—
Prince Edward Island.....	—	—	—
Nova Scotia.....	85.50	13,635.20	13,720.70
New Brunswick.....	2,309.68	—	2,309.68
Quebec.....	—	42,243.49	42,243.49
Ontario.....	1,333.34	4,892.91	6,226.25
Manitoba.....	—	1,399.78	1,399.78
Saskatchewan.....	—	—	—
Alberta.....	—	7,080.80	7,080.80
British Columbia.....	215.42	14,820.60	15,036.02
Yukon Territory.....	—	—	—
Northwest Territories.....	—	—	—
Totals.....	3,943.94	84,072.78	88,016.72

TABLE 11—Training in Co-operation with Industry (T.I.), Program 4—Enrolments

April 1, 1963 to March 31, 1964				
Province	Training in Industry	Supervisory Training	Small Business Management	Total Enrolments
Newfoundland.....	—	—	—	—
Prince Edward Island.....	—	—	—	—
Nova Scotia.....	26	—	220	246
New Brunswick.....	378	—	—	378
Quebec.....	454	2,865	—	3,319
Ontario.....	59	26	750	835
Manitoba.....	34	—	—	34
Saskatchewan.....	—	—	198	198
Alberta.....	—	1,468	276	1,744
British Columbia.....	—	120	940	1,060
Yukon Territory.....	—	—	—	—
Northwest Territories.....	—	—	—	—
Totals.....	*951	*4,479	2,384	7,814

*Reports are not complete and this figure represents only a portion of the training being given.

been completed, course development committees are working on ten other new courses, and two courses are under revision.

In addition, the Branch is operating a training advisory service to provide information in response to inquiries on specific topics and to collect and index training manuals, materials and reference texts. In the meantime, enrolments for supervisory training and management education continue to increase.

The Small Business Management Training Division, formed by the Department of Trade and Commerce in May 1962 and well developed before "joining" the Training Branch of the Department of Labour this year, provides courses to be conducted by local instructors who are competent in the subject matter and who have had special preparation for teaching owner/managers. Courses in Management Accounting, Retailing, Book-keeping, Marketing for Manufacturers and Purchasing are now available. Courses in Marketing for Service Businesses, Business Law, Manufacturing and Export Marketing are being prepared. Departments of Education of the six provinces now participating in this program have appointed superintendents of small business training whose responsibilities are to promote, organize, supervise and evaluate these courses.

Program 5—Training for the Unemployed—Training was given this year to 49,047 persons (31,686 men and 17,361 women) who were registered with the National Employment Service as unemployed. This was an increase of more than 27 per cent over the number last year, despite the fact that there was a reduction in the rate of unemployment. All provinces gave sufficient days of training to qualify for reimbursement by the federal Government of 75 per cent of their training costs. The federal contribution for the year was \$10,492,333.

Training under this program is given in short courses normally lasting about six months, though some may take as long as twelve months. This year there were courses in 115 occupations in some 300 centres across Canada. There were 16,421 unemployed persons enrolled this year in courses of "basic training for skill development".

In order to assess Program 5 and broaden its application, a research project to examine the characteristics of the unemployed has been undertaken by the Economics and Research Branch in co-operation with the Technical

TABLE 12—Training for the Unemployed (M), Program 5—Payments

Province	Claims Paid 1963-64		
	For Previous Year	For 1963-64	Total Payments
	\$	\$	\$
Newfoundland.....	—	293,698.46	293,698.46
Prince Edward Island.....	—	130,611.00	130,611.00
Nova Scotia.....	20,697.41	392,093.07	412,790.48
New Brunswick.....	268,206.02	37,133.55	305,339.57
Quebec.....	364,304.41	1,133,020.01	1,497,324.42
Ontario.....	1,001,583.71	5,116,196.72	6,117,780.43
Manitoba.....	720.00	473,081.09	473,801.09
Saskatchewan.....	8,561.73	285,553.26	294,114.99
Alberta.....	—	284,833.88	284,833.88
British Columbia.....	16,947.07	627,133.67	644,080.74
Yukon Territory.....	—	33,782.42	33,782.42
Northwest Territories.....	—	4,176.00	4,176.00
Totals.....	1,681,020.35	8,811,313.13	10,492,333.48

TABLE 13—Training for the Unemployed (M), Program 5—Enrolments

Province	In Training March 31, 1963		April 1, 1963 to March 31, 1964		Total Enrol- ments	Days' Training
	Men	Women	Men	Women		
Newfoundland.....	120	4	491	116	731	62,438
Prince Edward Island.....	73	28	199	34	334	20,525
Nova Scotia.....	253	73	546	132	1,004	75,187
New Brunswick.....	1,047	259	925	699	2,930	56,842
Quebec.....	1,889	379	5,635	1,558	9,461	425,139
Ontario.....	4,220	2,220	11,202	7,569	25,211	1,255,430
Manitoba.....	531	256	1,859	457	3,103	165,125
Saskatchewan.....	160	188	605	512	1,465	79,632
Alberta.....	140	371	490	778	1,779	114,739
British Columbia.....	258	435	959	1,243	2,895	171,506
Yukon Territory.....	—	—	56	30	86	10,301
Northwest Territories.....	4	14	24	6	48	2,041
Totals.....	8,695	4,227	22,991	13,134	49,047	2,438,905

and Vocational Training Branch. The National Employment Service is working closely with those conducting the research. As a first step the characteristics of the unemployed in Cornwall and Ottawa, Ont., and Hull, Que., will be examined. Knowledge gained in this pilot project is expected to be directly useful and also will provide guide lines for conducting an examination of the unemployed on a national basis. This project is being undertaken because of a persistent need for information about those who are yet unskilled and for whom the program may have to be modified. Filling the need in this area becomes more difficult as those who are most easily trained are re-established in employment.

Program 6—Training of Disabled Persons—This year 3,495 disabled persons received training under Program 6 (Training of Disabled). This was about 18 per cent more than in 1962-63. Federal contributions were \$604,995.

The program provides for technical or vocational training, or retraining, of any disabled person who, because of a continuing disability, requires training to fit him for suitable employment. Such disabled persons are selected by committees representing provincial and federal governments. Training may be provided in regular provincial or municipal schools, in special schools established by the provinces for handicapped persons, in private schools or by on-the-job training.

Some provinces this year have arranged more training on-the-job contracts. Provided the training is well supervised, on-the-job training is preferable to school training since in most cases it solves the problem of placement after training, which is most important for disabled persons.

Provincial selection committees are now giving more attention to persons who have had mental disease. The main consideration in many cases will be

TABLE 14—Training of Disabled Persons (R), Program 6—Payments

Province	Claims Paid 1963-64		
	For Previous		Total
	Year	For 1963-64	Payments
	\$	\$	\$
Newfoundland.....	—	15,607.62	15,607.62
Prince Edward Island.....	69.87	400.00	469.87
Nova Scotia.....	4,770.26	83,724.46	88,494.72
New Brunswick.....	13,079.41	12,066.95	25,146.36
Quebec.....	12,707.89	97,919.08	110,626.97
Ontario.....	—	220,339.97	220,339.97
Manitoba.....	9,573.74	71,239.89	80,813.63
Saskatchewan.....	1,760.26	38,743.26	40,503.52
Alberta.....	—	7,508.83	7,508.83
British Columbia.....	117.38	15,366.66	15,484.04
Yukon Territory.....	—	—	—
Northwest Territories.....	—	—	—
Totals.....	42,078.81	562,916.72	604,995.53

TABLE 15—Training of Disabled Persons (R), Program 6—Enrolments

Province	In Training March 31, 1963		April 1, 1963 to March 31, 1964		Total Enrolments
	Men	Women	Men	Women	
Newfoundland.....	22	3	96	7	128
Prince Edward Island.....	5	3	2	—	10
Nova Scotia.....	74	31	112	23	240
New Brunswick.....	49	38	72	34	193
Quebec.....	249	182	276	382	1,089
Ontario.....	258	172	372	262	1,064
Manitoba.....	100	22	241	109	472
Saskatchewan.....	40	21	68	48	177
Alberta.....	13	8	8	6	35
British Columbia.....	12	8	46	21	87
Yukon Territory.....	—	—	—	—	—
Northwest Territories.....	—	—	—	—	—
Totals.....	822	488	1,293	892	3,495

to distinguish between training that has a definite occupational objective and training for the reinstatement of lost faculties, which may be a part of treatment and therefore not shareable under Program 6.

Provincial expenditures for vocational assessment of disabled persons and for university courses leading to a degree are now shared under the Vocational Rehabilitation of Disabled Persons Agreement rather than under this program.

Program 7—Training of Technical and Vocational Teachers—Approximately 750 persons were enrolled this year under the program for training

TABLE 16—Technical and Vocational Teacher Training (T.T.), Program 7—Payments

Province	Claims Paid 1963-64		
	For Previous Year	For 1963-64	Total Payments
	\$	\$	\$
Newfoundland.....	673.62	44,994.26	45,667.88
Prince Edward Island.....	—	—	—
Nova Scotia.....	1,131.15	24,868.65	25,999.80
New Brunswick.....	38,256.82	12,146.34	50,403.16
Quebec.....	8,906.34	8,213.10	17,119.44
Ontario.....	—	13,400.39	13,400.39
Manitoba.....	—	12,987.51	12,987.51
Saskatchewan.....	7,800.00	44.86	7,844.86
Alberta.....	—	191,496.66	191,496.66
British Columbia.....	356.08	15,098.32	15,454.40
Yukon Territory.....	129.22	—	129.22
Northwest Territories.....	—	—	—
Totals.....	57,253.23	323,250.09	380,503.32

occupationally competent persons as teachers, supervisors and administrators for technical and vocational training institutions. More than two thirds of them were in Ontario and Quebec. Federal contributions to the program were \$380,503.

The Atlantic Provinces have co-operated in a joint training program at Moncton, N.B. The other provinces operate programs individually. Teachers from the Yukon Territory receive their training in British Columbia.

TABLE 17—Technical and Vocational Teacher Training (T.T.), Program 7—Enrolments

<i>Province</i>	<i>School Year 1963-64</i>
Newfoundland.....	—
Prince Edward Island.....	—
Nova Scotia.....	—
New Brunswick.....	*99
Quebec.....	**325
Ontario.....	228
Manitoba.....	8
Saskatchewan.....	—
Alberta.....	60
British Columbia.....	19
Yukon Territory.....	10
Northwest Territories.....	—
Totals.....	749

*Includes trainees from other Atlantic Provinces.

**Estimated figure.

Program 8—Training for Federal Departments and Agencies—The federal Government contributed \$58,826 toward the program for training federal employees. As in other years the bulk of the training was given in marine occupations including engineering, navigation and other training for deck officers. Most courses were given to prepare persons in this field for Department of Transport certification as qualified engineers, masters and mates. A small number were given seaman training. The federal share of costs for this training is 75 per cent rather than the 100 per cent possible for courses offered solely for federal government employees.

Radar simulators have been installed in four provinces to improve navigation training. A fifth province, Quebec, has two simulators on order.

When it proved difficult for the Province of Quebec to get a suitable instructor for the first and second class marine engineering courses, the Department of Transport arranged the temporary loan of a ship inspector to conduct the classes.

During the fiscal year, 1,243 persons took training under this program. In addition the Training Branch arranged with the provinces to engage instructors for schools operated by the armed services. There were 207 such civilian teachers employed at the peak during the year to instruct soldier apprentice classes and language and technical courses for enlisted personnel

in British Columbia, Alberta, Saskatchewan, Manitoba, Ontario and Quebec. The number had fallen to 185 at the end of the fiscal year and, because of the closing of bases and the amalgamation of the services, it appears that further reductions are imminent.

TABLE 18—Assistance to Trainees under Training Program for Technical and Vocational Teachers (T.T.), Program 7, School Year 1963-64

Province	Amount Shareable by Federal Government ¹	Number of Shareable Awards					
		Inst. of Tech.	Trade Teachers	Voc. High	Super- visors	Admin.	Total
	\$						
Newfoundland.....	—	—	—	—	—	—	—
Prince Edward Island.....	—	—	—	—	—	—	—
Nova Scotia.....	—	—	—	—	—	—	—
New Brunswick.....	37,750.00	—	4	69	—	—	73
Quebec.....	—	—	—	—	—	—	—
Ontario.....	18,545.00	—	—	78	—	—	78
Manitoba.....	10,930.00	—	6	67	2	—	75
Saskatchewan.....	—	—	—	—	—	—	—
Alberta.....	204,000.00	—	—	75	—	—	75
British Columbia.....	—	—	—	—	—	—	—
Yukon Territory.....	—	—	—	—	—	—	—
Northwest Territories.....	—	—	—	—	—	—	—
Totals.....	271,225.00	—	10	289	2	—	301

¹Federal Contributions in respect of awards under Program 7 are reflected in payments to provinces as shown in Table 16.

TABLE 19—Training for Federal Departments and Agencies (G), Program 8—Payments

Province	Claims Paid 1963-64		
	For Previous Year	For 1963-64	Total Payments
	\$	\$	\$
Newfoundland.....	—	8,572.47	8,572.47
Prince Edward Island.....	—	—	—
Nova Scotia.....	985.63	19,719.20	20,704.83
New Brunswick.....	—	—	—
Quebec.....	18,229.39	—	18,229.39
Ontario.....	8,549.09	—	8,549.09
Manitoba.....	—	—	—
Saskatchewan.....	—	—	—
Alberta.....	—	—	—
British Columbia.....	—	—	—
Yukon Territory.....	—	—	—
Northwest Territories.....	—	2,771.10	2,771.10
Totals.....	27,764.11	31,062.77	58,826.88

TABLE 20—Training for Federal Departments and Agencies (G), Program 8—Enrolments

<i>Province</i>	<i>In Training March 31, 1963</i>	<i>Enrolments April 1, 1963 to March 31, 1964</i>	<i>Total Enrolments</i>
Newfoundland.....	22	92	114
Prince Edward Island.....	—	—	—
Nova Scotia.....	374	135	509
New Brunswick.....	—	—	—
Quebec.....	—	394	394
Ontario.....	1	225	226
Manitoba.....	—	—	—
Saskatchewan.....	—	—	—
Alberta.....	—	—	—
British Columbia.....	—	—	—
Yukon Territory.....	—	—	—
Northwest Territories.....	—	—	—
Totals.....	397	846	1,243

Program 9—Student Aid—During the year 16,721 university students and nurses-in-training were awarded outright grants, loans or a combination of both under the Student Aid program. Since the inception of the program in 1939, some 79,690 awards to students have been given.

Selection of candidates for this assistance is made by committees in each province and is on the basis of scholastic ability and financial need. Aid is given to university students in degree-granting courses other than theology, and to nurses-in-training in approved courses for professional nurses. The maximum that may be granted to any university student in one year is \$1,000;

TABLE 21—Student Aid (S.A.) Program 9—Allotments and Payments

<i>Province</i>	<i>Claims Paid 1963-64</i>			
	<i>Federal Allotment</i>	<i>For Previous Year</i>	<i>For 1963-64</i>	<i>Total Payments</i>
	\$	\$	\$	\$
Newfoundland.....	8,000.00	—	8,000.00	8,000.00
Prince Edward Island.....	5,500.00	—	5,500.00	5,500.00
Nova Scotia.....	10,000.00	—	9,997.50	9,997.50
New Brunswick.....	15,000.00	11,025.00	—	11,025.00
Quebec.....	100,000.00	—	100,000.00	100,000.00
Ontario.....	100,000.00	—	100,000.00	100,000.00
Manitoba.....	7,500.00	105.00	7,425.00	7,530.00
Saskatchewan.....	30,000.00	—	30,000.00	30,000.00
Alberta.....	10,000.00	—	10,000.00	10,000.00
British Columbia.....	30,000.00	—	30,000.00	30,000.00
Yukon Territory.....	600.00	—	600.00	600.00
Northwest Territories.....	3,000.00	—	3,000.00	3,000.00
Totals.....	319,600.00	11,130.00	304,522.50	315,652.50

TABLE 22—Student Aid (S.A.) Program 9—Awards

Province	Agriculture	Applied Science	Architecture	Arts	Arts and Science	Commerce	Business Administration	Dentistry	Education	Teacher Training	Forestry	Home Economics	Law	Medicine	Music	Nursing	Pharmacy	Physical Educ.	Physical Therapy	Science	Veterinary	Miscellaneous	University Students		Nurses in Training	Total
																							Men	Women		
Newfoundland.....	—	—	—	—	—	—	—	—	754	—	—	—	—	—	—	—	—	—	—	—	—	—	392	362	—	754
Prince Edward Island.....	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Nova Scotia.....	2	4	—	15	—	—	5	1	—	—	—	2	—	6	—	—	—	—	—	10	—	—	24	21	—	45
New Brunswick.....	1	5	—	—	1	—	2	—	11	—	—	—	—	1	—	—	—	1	—	—	—	—	20	2	—	22
Quebec*	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	13,138	—	—	13,138	
Ontario.....	—	223	17	249	—	—	—	86	—	—	—	—	24	131	—	—	36	—	—	—	—	27	636	157	—	793
Manitoba.....	—	5	1	4	—	—	—	—	—	—	—	1	—	8	—	—	2	—	—	7	—	1	22	7	31	60
Saskatchewan.....	3	13	1	57	—	—	6	—	33	—	—	3	—	—	—	7	4	—	—	—	1	—	49	79	66	194
Alberta.....	1	11	—	—	12	—	—	1	38	—	—	2	3	2	—	—	1	1	1	—	1	2	48	28	31	107
British Columbia.....	14	122	5	—	704	48	37	343	20	343	15	35	35	79	24	33	23	9	7	—	13	11	929	613	32	1,574
Yukon Territory.....	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	2	2	—	—	2
Northwest Territories.....	—	4	—	10	—	—	2	—	3	—	—	—	—	—	—	—	—	—	—	4	—	2	18	7	7	32
Totals.....	21	387	24	335	717	63	125	86	1,182	20	23	62	227	24	40	66	11	8	21	15	13,183	15,278	1,276	167	16,721	

Note: This table includes only those awards in which the federal Government shared under Program 9—Student Aid.

* Quebec enrolments included in Miscellaneous because of lack of breakdown.

for nurses-in-training the maximum annual grant is \$200 per trainee. Partly because of the increasing numbers of candidates for aid and the fact that for the past seven years the amount of federal funds available for this program has been fixed, amounts allowed to individual students have been considerably less than the maximum authorized.

Apart from this program, the federal Government under Program 2 shares in financial aid for students who are training as technicians, and under Program 7 in similar aid for technical and vocational teachers in training.

Technical and Vocational Correspondence Courses—The federal Government shares with the provinces in the cost of preparing, revising, printing and servicing provincial technical and vocational correspondence courses recommended by an interprovincial committee, provided the province receiving assistance makes its correspondence courses available to residents of any province at the same price charged to its own residents for the courses. About 8,000 persons are currently enrolled in the 114 courses available. The federal contribution to the program this year was \$1,368.

APPRENTICESHIP TRAINING AGREEMENT

The Apprenticeship Training Agreement, first entered into by the federal Government and the governments of most of the provinces in 1944, has been completed with all provinces except Quebec. The Agreement provides for the federal Government to share equally with the provinces in the costs of training programs for registered apprentices. This year the number of apprentices registered with provincial Departments of Labour that have programs under the Agreement was 23,163, compared with 21,879 a year earlier; of these 19,138 attended classes related to their trade. Apprentices were registered in more than 50 trades. Federal contributions to the program were \$2,334,890.

TABLE 23—Apprentice Training—Allotments and Payments

Province	Federal Allotment 1963-64	Claims Paid 1963-64		
		For Previous Year	For 1963-64	Total Payments
	\$	\$	\$	\$
Newfoundland.....	60,000.00	—	46,470.31	46,470.31
Prince Edward Island.....	12,000.00	—	—	—
Nova Scotia.....	140,000.00	—	127,179.80	127,179.80
New Brunswick.....	95,000.00	—	63,831.16	63,831.16
Ontario.....	650,000.00	62,197.29	671,481.51	733,678.80
Manitoba.....	135,000.00	—	82,032.28	82,032.28
Saskatchewan.....	150,000.00	8,624.00	165,768.52	174,392.52
Alberta.....	600,000.00	—	552,063.21	552,063.21
British Columbia.....	525,000.00	—	555,055.02	555,055.02
Yukon Territory.....	—	—	—	—
Northwest Territories.....	1,000.00	—	187.50	187.50
Totals.....	2,368,000.00	70,821.29	2,264,069.31	2,334,890.60

TABLE 24—Apprentice Training—Class Enrolments

Province	Part-time Classes		Full-time Classes				Correspondence Courses In Training Mar. 31/63 to Apr. 1/63 Mar. 31/64	Total Enrolment	Hours' Training Part-time Classes	Days' Training Full-time Classes
	In Training Mar. 31/63	Apr. 1/63 to Mar. 31/64	Pre-apprenticeship In Training Mar. 31/63	Apr. 1/63 to Mar. 31/64	Post-employment In Training Mar. 31/63	Apr. 1/63 to Mar. 31/64				
Newfoundland.....	14	12	—	—	87	278	198	7	3,216	8,568
Prince Edward Island.....	—	—	—	49	—	26	—	—	—	4,677
Nova Scotia.....	294	405	67	115	114	278	21	—	39,916	22,716
New Brunswick.....	729	1,006	69	107	—	87	28	10	74,823	13,120
Ontario.....	—	—	—	—	790	2,945	—	—	—	129,275
Manitoba.....	36	138	—	—	148	799	1	—	5,931	18,800
Saskatchewan.....	—	—	—	—	225	988	—	—	—	32,922
Alberta.....	—	—	—	61	657	4,601	—	—	—	139,919
British Columbia.....	426	1,672	223	563	25	839	—	—	110,665	84,296
Totals.....	1,499	3,233	359	895	2,046	10,841	248	17	234,551	454,293

Apprentice training in Quebec is shared under Programs 3 and 5 of the Technical and Vocational Training Agreement. The province operated pre-apprenticeship classes under Program 5. Program 3 training was in part-time evening classes.

The interprovincial standard examination has gained new impetus with the appointment of examination specialists in several provinces and in the federal Training Branch. It will now be possible to devote more time to the analysis of examination results to provide a basis for revision of courses and examinations. Examinations are now being used in 12 trades and it is expected that next year another three or four will be in general use for apprenticeship completion.

When the Ministers and Deputy Ministers of Labour met in Ottawa on March 10 there was much discussion relating to the new federal-provincial agreement to replace the one that expired on March 31, 1964. The new agreement is designed to bring about closer integration of manpower training programs and to adopt much the same basis for sharing apprenticeship programs as for others. The importance of programs relating to the certification of competence is also recognized by the federal Government in this agreement.

It is becoming apparent that some provinces are thinking that short-term apprenticeship (one year or more) in occupations other than those now designated is a more effective use of this method of training.

Technical Analysis and Services

This year the Branch established a Technical Services Division to undertake investigations that are needed to develop the federal-provincial training program and can best be undertaken at the federal level. There are now four officers in the Division.

The Division undertook nine new occupational analyses and two revisions of analyses this year; all of these will be ready for publication in 1964.

Begun this year also was a series of industrial functional analyses, designed to identify the job elements (functions) that make up an industry. These elements will later be subjected to occupational analysis to aid the designers of training programs. One such analysis, of the fishing industry in Canada, has been completed and a study of the forestry industry is now being made.

A study to determine the elements of mathematics and science required in trades training, begun two years ago, was completed this year.

The development of 216 technical information sheets for use as teaching aids for the plumbing trade has been completed. The first group of a set of steamfitting technical information sheets has been prepared and consultations leading to the preparation of similar sheets for the motor vehicle repair and the refrigeration and air conditioning trades have been held.

There has been steady progress in the development of interprovincial examinations for apprentices. A meeting in Ottawa of the provincial examination officers to discuss problems associated with the setting, working and assessing of examinations has been arranged for early in the next fiscal year.

The Division has made a study of programmed learning with a view to exploring possible uses in the training programs supported by the federal Government. A report has been produced and is in general circulation.

TABLE 25—Apprentices Registered with Provincial Department of Labour as of March 31, 1964

Course	Nfld.	P.E.I.	N.S.	N.B.	Ont.	Man.	Sask.	Alta.	B.C.	Total
Aircraft Technician	—	—	22	—	—	—	—	—	—	22
Auto-Body and Fender Repair	38	—	83	107	—	54	65	309	104	760
Barbers	—	—	—	1	203	1	—	—	25	230
Blacksmiths	—	—	—	—	2	—	—	—	—	2
Boiler Shop Workers	—	—	6	—	3	—	—	—	23	32
Boat Builders	—	—	—	—	1	—	—	—	48	49
Bricklayers	2	—	62	19	71	68	67	74	29	392
Cabinet Makers and Millworkers	—	—	10	7	14	19	—	—	—	50
Carpenters and Joiners	59	5	140	193	198	129	282	220	271	1,497
Cooks and Bakers	—	—	—	—	84	—	—	67	—	151
Coppersmith	—	—	—	3	—	—	—	—	—	3
Diesel Engine Fitters and Oper.	16	—	43	—	—	—	—	—	—	59
Draftsmen	—	—	2	19	20	—	—	—	—	41
Electrical Construction Workers	109	2	183	201	1,109	361	205	715	290	3,175
Electrical Maintenance	3	—	53	50	93	12	—	—	—	211
Fibre Glass and Plastic Workers	—	—	13	—	—	—	—	—	—	13
Glass Workers	—	—	—	—	—	—	—	—	7	7
Hairdressing and Beauty Culture	—	—	—	—	778	—	—	—	83	861
Heavy Duty Mechanic	—	—	11	100	5	—	—	216	203	535
Instrument Mechanics	1	—	—	66	34	—	—	—	14	115
Iron Workers	—	—	—	—	1	—	—	—	24	25
Jewellery and Watch Repair	—	—	—	—	17	—	—	—	17	34
Lathers	—	—	—	—	54	29	—	3	—	86
Linemen: Hydro	—	—	27	107	5	—	—	44	—	183
Linemen: Telephone	—	—	—	—	—	—	—	311	—	311
Machinists	12	—	63	45	318	43	1	81	200	763
Millwrights	1	—	—	—	58	—	—	9	27	95
Motor Vehicle Repair	110	7	195	363	4,357	395	398	1,386	345	7,556
Moulders	—	—	4	—	9	—	—	—	19	32
Office Machine Mechanics	—	—	—	—	—	—	—	—	10	10
Painters and Decorators	—	—	—	7	54	91	25	65	33	275
Pattern Makers	—	—	4	1	8	—	—	—	9	22
Plasterers	—	—	—	—	25	28	—	36	10	99
Plumbers and Pipefitters	87	3	182	148	767	203	218	465	187	2,260
Power House Operators	—	—	—	—	5	—	—	—	—	5
Printers	—	—	—	6	20	—	—	—	57	83
Radio and T.V. Repair	—	—	—	—	16	—	32	120	—	168
Refrigeration Workers	—	—	21	—	57	19	11	47	31	186
Sheet Metal Workers	2	—	72	46	526	92	76	280	131	1,225
Ship Fitters and Shipwrights	—	—	20	6	4	—	—	—	—	30
Shoemakers	—	—	—	—	3	—	—	—	—	3
Sign Painters	—	—	—	—	3	—	—	—	19	22
Stationary Engineers	40	—	—	36	—	—	—	—	—	76
Steamfitters and Gasfitters	—	—	31	—	225	71	—	150	40	517
Steel Fabrication Workers	—	—	4	—	—	—	—	—	44	48
Structural Steel	—	—	3	—	3	—	—	—	—	6
Switchboard Operators	—	—	—	20	—	—	—	—	—	20
Tiles setters ¹	—	—	—	—	3	5	—	25	—	33
Welders	5	—	3	66	16	—	37	544	27	698
Miscellaneous	21	—	17	—	10	—	—	—	39	87
Totals	506	17	1,274	1,617	9,179	1,620	1,417	5,167	2,366	23,163

¹Included with bricklayers in New Brunswick.

²Included with bricklayers in British Columbia.

The Division is co-operating with the Economics and Research Branch in a number of projects, including a pilot study of the unemployed population and its relation to current training practices already mentioned (see Program 5) and a study of the use of electronic data processing equipment in training programs.

Officers of the Division have attended meetings, seminars and conferences on various aspects of training, education and research, including meetings of the Ontario Education Association, the Canadian Council for Programmed Learning, the Ontario Curriculum Institute, and the Interdepartmental Skilled Manpower Training Research Committee, as well as the federal-provincial Conference on Educational Statistics.

Advisory Bodies

In administering the Technical and Vocational Training Assistance Act, the Minister has had the advice of the National Technical and Vocational Training Advisory Council, which met twice during the year. In accordance with the legislation in effect at the time of the meetings, the Council consisted of 23 members, including the Chairman. These members represented employers, employees, educators, agriculture, veterans and women's organizations.

The December 1963 amendments to the Act provide that the Council shall consist of 28 members, one of whom shall be designated Chairman. The appointments of the members of Council have expired and immediate action is being taken to reorganize and to broaden the membership to provide representation to additional groups and agencies that are interested in training and to extend the representation on a geographic basis so that the Council may better advise the Minister on the changing requirements, means and methods for training manpower.

As the occasion arose, the Council has appointed sub-committees to study matters and problems of special interest or concern. One such sub-committee has been making a continuing study of training for unemployed persons; another has been concerned with agricultural education.

The National Advisory Committee on Technological Education met once during the year and reported to the Minister through the National Technical and Vocational Advisory Council. The Committee has a Chairman and 10 other members selected from technological institutions and associations and from industry, labour and governments.

There have been two other advisory committees:

1. the Apprenticeship Training Advisory Committee, composed of a Chairman and 11 members representing the provinces, employers, and organized labour.
2. the Interprovincial Technical and Vocational Correspondence Courses Committee, made up of provincial representatives specializing in correspondence courses and appointed to advise on the preparation and revision of courses and other related matters.

ADMINISTRATIVE SERVICES

Accounts Division—The Accounts Division acts as a clearing centre in the processing, for cheque issue, of all accounts from the various branches, including those covering goods and services and claims, under federal-provincial cost-sharing agreements. It maintains books of account covering all departmental encumbrances and expenditures, and provides comprehensive financial statements on the costs of programs administered by the Department. During the past year the pre-audit function on travel expense claims, formerly carried on by the Comptroller of the Treasury, was transferred to this Division as a departmental responsibility.

During the year, an estimated 6,000 requisitions to a value of more than \$200 million were processed through this unit. Statements showing expenditures made during the fiscal year ended March 31, 1964 appear on pages 42 and 43.

Records Division—The Records Division consists of one main registry and four sub-registries. The additional sub-registry was established to service three branches which were moved into one building. It maintains files and records for the Department excluding the Annuities Branch. More than 23,000 new files were established during the year. Through the regular program of reviewing files, the Division catalogued 4,674 files for storage. Authority was obtained from the Government of Canada, Public Records Committee to destroy 7,605 files, 78,000 loose papers, and 9,000 index cards which had no further reference value.

Equipment, Supplies and Messenger Services Division—This Division is responsible for the acquisition, issue and accounting of all items of stationery, office machines and equipment, furniture and fittings, as well as the mail and messenger services. During the year, it processed 1,343 procurement orders and filled 8,890 requisitions for such items as stationery and supplies.

The value of stationery and supplies on hand at March 31, 1964 was \$47,246.73; this indicates a decrease of \$13,764 since the survey of the Glassco Commission.

The Division maintains mail and messenger services to all branches of the Department in Ottawa, which are located in eleven different buildings. During the year, more than 1,671,800 pieces of mail were received from the Post Office and distributed, and more than 2,025,700 pieces of outgoing mail were handled.

Library—The Library, set up originally for the use of departmental officials in 1900, is now one of the most complete labour libraries in Canada. It serves as a source of information and as a lending library for

**Comparative Statement of Expenditures for 1962-63 and 1963-64,
by Object of Expenditure**

<i>Object</i>	<i>Expenditures</i>	
	<i>1962-63</i>	<i>1963-64</i>
Salaries and Wages.....	\$ 3,226,954	\$ 3,319,916
Overtime.....	3,378	7,307
Civilian Allowances.....	28,791	26,272
Professional and Special Services.....	724,974	1,066,017
Travelling and Removal Expenses.....	118,810	167,312
Freight, Express and Cartage.....	7,651	8,410
Postage.....	9,333	8,123
Telephones, Telegrams and Other Communication Services	29,877	62,138
Publication of Departmental Reports and Other Material..	177,856	191,074
Films, Displays and Advertising.....	490,245	855,182
Office Stationery, Supplies, Equipment and Furnishings.....	146,002	174,413
Repairs and Upkeep of Equipment.....	—	6
Pensions, Superannuation, etc.....	2,190,999	2,176,115
Other Expenditures.....	228,616	271,969
Total Operating Expenses.....	7,383,486	8,334,254
Contributions, Grants, Subsidies, etc.....	235,475,048	163,991,604
Total Expenditures.....	\$242,858,534	\$172,325,858

Comparative Statement of Expenditures for 1962-63 and 1963-64

Vote	Expenditures	
	1962-63	1963-64
Departmental Administration, including grants of \$10,000 to Frontier College and \$5,000 to Labour College of Canada, the Minister's salary and motor car allowance and the expenses of the International Labour Conferences	\$ 1,352,816	\$ 1,393,988
Economics and Research Branch, including research grants and related expenses.....	841,768	843,194
Annuities Act		
Administration.....	1,199,387	1,142,096
Pension Plan.....	—	17,000
Industrial Relations activities including the administration of the Industrial Relations and Disputes Investigation Act, the Canada Fair Employment Practices Act, the Female Employees Equal Pay Act, the Fair Wages and Hours of Labour Act, the Annual Vacations Act, and Regulations, and the promotion of labour-management co-operation..	723,034	668,787
Administration of the Maritime Unions Trustees Act.....	—	89,056
Civilian Rehabilitation Branch including payments to the provinces to implement a program for the rehabilitation of disabled persons, in accordance with terms and conditions approved by the Governor in Council, and promotion of a program for employment of the older worker....	407,619	790,834
Payments under Older Worker Employment and Training Incentive Program.....	—	95,041
Special Services Branch including the promotion of programs for combatting seasonal unemployment, the organization and use of workers for farming and related industries and assistance to the provinces under agreements entered into with the provinces by the Minister of Labour with the approval of the Governor in Council.....	535,110	1,054,250
Payments under Winter House Building Incentive Program....	—	87,000
Payments to the provinces under the Municipal Winter Works Incentive Program		
1961-62 program.....	23,790,867	—
1962-63 program.....	3,262,732	26,737,268
Manpower Consultative Service, including payments in accordance with agreements entered into with the approval of the Governor in Council by the Minister of Labour with provinces, employers and workers in respect of labour mobility and assessment incentives.....	—	1,587
Technical and Vocational Training Assistance		
Administration.....	250,061	381,785
Payments to the provinces.....	207,915,439	136,431,967
Administration of the Government Employees Compensation Act.....	113,569	120,310
Payments of Compensation respecting Government Employees	2,466,132	2,471,695
TOTALS, Department.....	\$242,858,534	\$172,325,858

other departments and employers, unions, students and the general public. There was a marked increase in the volume of work produced in the micro-film, circulation and reference sections of the library.

During the year the Library added 3,765 volumes to its collection. Five hundred and seventy-eight of these volumes were placed in branch libraries. Reference inquiries increased by 256 over last year, and 248 bibliographies were prepared or revised—an increase of 81 over 1962-63. Greater use was made of the library in 1963-64 than in any previous year. The micro-film section had its busiest year. A complete set of positive reels of micro-film, covering the library's holdings of Canadian labour papers, was purchased by a university library. Two other non-government institutions purchased large sections of the same trade union papers on microfilm. Proceedings of the Canadian Congress of Labour, 1940-51, and the Trades and Labour Congress of Canada, 1939-55, were transferred to microfilm. Circulation of books increased to a total of 5,432, periodicals to 2,610 (exclusive of current routing) and inter-library loans to 1,540.

Mechanical Tabulation Division—This is a punch-card machine installation for processing and tabulating statistical and financial data for all branches of the Department, particularly for Annuities, Economics and Research, Civilian Rehabilitation, and Special Services. A number of assignments for the Unemployment Insurance Commission were also handled.

The major task for the Division during 1963-64 was the continuation of the conversion to a punch card system that began in April 1961, of the Annuities Branch work. The individual Annuity Contracts have now been completely converted to the new system together with a substantial portion of the group contracts. Statistics on wage survey, working conditions and other special survey material were also processed through this unit. A major program, for which the Mechanical Tabulation Services were used extensively during the past year, was the Winter House Building Incentive program. The service was used for the production of statistical data on a weekly basis, and for the listing of incentive payments requisitions.

The increasing demand for data processing applications in the administration of departmental activities has emphasized the need for an electronic computer installation to replace the present conventional punch-card equipment.

Personnel Division—The Personnel Division provides services both to branches and to individual employees regarding policy, legislation and regulations. The Division conducts promotional competitions, reviews establishments, and arranges training programs for staff development.

In 1963-64 the establishment of the Department provided for 742 positions, an increase of 74 over the previous year. The increase was mainly the result of a general expansion of departmental activities which consisted of: the creation of a new Branch, the Manpower Consultative Service; a new Winter House Building Incentive Program; expansion of the Municipal Winter Works Incentive Program; an expanded program under the Technical and Vocational Training Assistance Act; the transfer of

Small Business Management Training from the Department of Trade and Commerce; a program for an incentive payment to encourage the employment of the older worker; and expanded activities under the Vocational Rehabilitation of Disabled Persons Act. To cope with the increase of line functions, additional positions were required in the administration service area.

Staff strength at March 31, 1964 was 646, an increase of 44 from a year earlier. During the year, 117 persons were appointed to the Department. Seventy-three persons left the Department, of these 12 retired on superannuation and 17 moved to other departments.

Publications Division—The Publications Division is responsible for the production and distribution of all departmental publications. It provides a liaison service between the Department of Labour and the Department of Public Printing and Stationery for the printing of reports and publications and also for all duplicating work required by the Department. It also advises departmental branches on printing procedures.

Transcribing Services—In addition to providing typing and stenographic services for the Department, the Stenographic Pool acts as a training centre for stenographers and typists to provide its own as well as other branches with trained and experienced staff. The workload includes shorthand and machine dictation, stenciling and multilithing of the minutes of meetings of various departmental committees and federal-provincial conferences; and preparation of statistical tables, brochures, pamphlets and trades analyses for Xerox copy. A production peak was reached during the year when 19,000 copies were reproduced by photocopy method.

A Co-ordinator of Transcribing and Typing Services was appointed to supervise the Department's transcribing and typing services and equipment. Work measurement studies have been introduced with the view to the adoption of standards for greater economy and efficiency in operations.

ECONOMICS AND RESEARCH

THE DEMAND for the services of the Economics and Research Branch continued to increase during 1963-64, and, as a result, the Branch again stepped up the gathering of information to satisfy the requirements. Heavy demands were made for information about the labour force, its characteristics and future growth by those responsible for administering government employment programs.

The study of local labour market situations in all parts of Canada was expanded, with the object of evaluating the present system of selecting areas that might qualify for federal assistance.

A new series of studies was planned, designed to assess the effectiveness of the training programs now under development. The first study in the series, dealing with training programs for the unemployed, was begun during the year.

Rising demands for data about occupational trends, on a national basis, led to planning of new research on the changing occupational structure within specific industries.

Work went forward on a study of poverty and low-income groups in the population to determine some of the major causes of low income and the characteristics of the low-income population.

As in the past, Branch personnel took part in committee work arising out of the current legislative program, the International Labour Organization, the programs of groups such as the Organization for Economic Co-operation and Development, and the activities of other national and international organizations.

The Branch continued to administer the Labour Department-University Program, which began in 1951. In co-operation with Canadian universities, grants are made to faculty members and postgraduate students to aid research projects directed to a better understanding of the characteristics and role of manpower in the Canadian economy. During 1963, grants were awarded for 12 new projects, bringing the total to 95 since the inception of the program.

The twelfth edition of *Working and Living Conditions in Canada* (1963) was prepared in collaboration with the Department of Citizenship and Immigration. Approximately 120,000 copies of the English edition and 26,000 copies of the French edition were printed. Arrangements were made by the Department of Citizenship and Immigration for translation of this booklet for publication in seven foreign languages.

LABOUR-MANAGEMENT DIVISION

Activities of the Labour-Management Division continue to be concentrated upon three main operations: surveys of wage rates, salaries, hours of labour and working conditions in Canada; surveys and studies of collective bargaining and labour organizations; and research and development projects. The first two activities provide the major source of statistical information on labour matters in Canada, for government use in policy-making and for public use by labour, management, and other agencies that have similar working interests. The research and development work of the Division on current problems in industrial relations and labour economics increased substantially during the year.

Staff members of the Division participated in various professional conferences held in Canada, the United States and Europe.

Wage Rates, Salaries, Hours of Labour and Working Conditions—The Division annually conducts two major surveys; the survey of wage rates, salaries and hours of labour, conducted on October 1, and the survey of working conditions, conducted on May 1.

The coverage of the 1963 survey of wage rates, salaries and hours of labour extended to a total of 27,000 employer-reporting units and more than 1,000 occupations in all sectors of Canadian industry. More than 80 per cent of all employers surveyed returned a completed questionnaire. During the past year, some 1,900 paying subscribers, representing a substantial section of management and labour across Canada, received the results of the 1962 survey. The results of this annual survey are published in loose-leaf form from March to July and, later, in a 400-page bound volume, *Wage Rates, Salaries and Hours of Labour*.

In addition, extensive tabulations of wage and salary information were prepared during the year in answer to a number of special inquiries from labour, management and research workers. And, as in the past, data from the survey of wage rates, salaries and hours of labour were also supplied to several organizations, including the Pay Research Bureau of the federal Civil Service Commission, several provincial governments, the International Labour Organization, the Primary Textiles Institute, the Canadian Retail Federation, and the National Dairy Council.

A special report, *Monthly Salary Rates in Hospitals*, was published also. This 86-page report presented the results of a survey of salary rates for 13 occupations conducted on October 1, 1962 among 950 hospitals in Canada. Completed returns were obtained from 828 institutions, a very high rate of response—87 per cent.

Development work continued during the year on a program to convert the processing of the survey data to an electronic computer operation.

The 1963 survey of working conditions was based almost entirely on the same mailing list of 27,000 reporting units that was used for the survey of wage rates, salaries and hours of labour.

For the published report of the 1963 survey of working conditions, a new bilingual format was adopted. The report described on an industrial and provincial basis, the incidence of the following working conditions: pension plans, group life insurance, sickness and accident leave benefits, educational assistance, collective agreements, together with hours of work, paid holidays, and vacations with pay. The conditions described in the survey report covered more than 1,500,000 non-office employees and more than 700,000 office employees.

As in past years, the questions asked in the 1963 survey of working conditions were developed after consultations with representative users from federal and provincial government agencies and management and labour.

Collective Bargaining and Labour Organizations—During the year, the Branch continued to provide, through the pages of *The Labour Gazette*, a monthly review of major labour-management negotiations in Canada, listing the unions and companies engaged in bargaining and the progressive stages of negotiations, and giving summaries of the settlements. This information was supplemented by annual and semi-annual tables showing the extent of the negotiations required to reach agreement, and the wage settlements arrived at through collective bargaining. All agreements covering 500 or more employees, except in the construction industry, were included in the review, which was produced with the assistance of the Industrial Relations Branch.

As in previous years, extensive use was made of the up-to-date file of collective agreements maintained in the Branch for ready reference in assembling data for administrative purposes and in dealing with inquiries from companies, unions, and the general public. Following publication of a review of collective agreement provisions in major manufacturing establishments, the Branch initiated work on further studies in the collective bargaining field.

For the 52nd consecutive year, a survey was made of national and international union headquarters, central labour congresses, and independent local organizations. The data obtained from the survey were published in *Labour Organizations in Canada, 1963*. This handbook included statistical tables on union membership, a comprehensive directory of labour organizations with names of their principal officers, publications, and the distribution of union locals. To supplement this handbook, the Branch published statistical tables in *The Labour Gazette*, showing the distribution of union membership in Canada by industry, province, and labour market area. These tables were based on another survey directed to nearly 7,000 individual union locals across the country. As in previous years, the surveys of labour organizations were carried out on a co-operative basis with certain provinces, which otherwise would have had to conduct their own surveys in this field.

Detailed statistical information on strikes and lockouts was published each month in *The Labour Gazette*, and another edition of the annual

Strikes and Lockouts in Canada was prepared for release. This information was compiled on the basis of reports from the Unemployment Insurance Commission.

In August 1963 facilities were set up on departmental premises for the inspection, by any person, of copies of Section A of the returns filed by labour unions under Part II of the Corporations and Labour Unions Returns Act. This Act came into force on January 1, 1963, and the first returns were required to be filed with the Dominion Statistician by July 1. This date was subsequently extended by three months to October 1.

Most of these inspections were made by personal visits. In a smaller number of cases requests for inspection were received by mail, and in these cases appropriate photocopies of returns or portions thereof were made available upon receipt of inspection fees as prescribed by the regulations. The provision of photocopies was subject to a service charge. Requests for inspection were not numerous during the year under review.

Research and Development—A number of research and development projects in industrial relations and labour economics were worked on during the year.

Work continued on a study of wage-structure problems in Canada, with particular reference to the relation between wage changes and labour mobility. Material developed from this study is being used by the Organization of Economic Co-operation and Development (OECD) in their examination of the role played by wages in the allocation of manpower in a number of OECD member countries. A senior member of the staff is serving as an expert on the OECD group responsible for the examination.

A study of the industrial relations aspects of technological change in the railway industry was begun in 1963. A case analysis of the Canadian Pacific Railway Company's Angus Shops in Montreal, the study is an attempt to determine the changes that have taken place in collective agreements and labour-management practices under the impact of technological change. The study will also illustrate, by practical examples, the ways in which specific collective agreement provisions have affected the work histories of men displaced through technological change. Most of the analysis of collective agreements and the field work necessary for this study have been completed, and it is hoped that it will be possible to publish the findings of the study early in 1965.

A considerable amount of material was developed during the year on wages, hours of work and other conditions of employment in industries under federal jurisdiction. This information was prepared for internal use in assessing the probable impact of proposed labour standards legislation in those industries.

A study was begun in the latter part of the year to describe the pattern of hours worked in Canada and to examine some of the major factors affecting it. The study is part of a larger project to assess the relation between hours of work, and employment and economic growth.

The Labour-Management Division, in collaboration with the Dominion Bureau of Statistics, was engaged in developmental work on the measurement of employer expenditures on wage and salary supplements from 1961 to 1963. This work comprised the development of a practical classification of wage and salary supplements, or "fringe benefits" as they are commonly called, and the development of a survey procedure and questionnaire for the measurement of employer expenditures. As a prelude to a comprehensive survey program, a limited field survey was made in two manufacturing industries to test the survey methods. The results of this developmental work were published in a paper entitled *The Measurement of Employer Expenditures on Wage and Salary Supplements*. This paper was presented by a senior staff member at the annual meeting of the Canadian Political Science Association in Quebec in June 1963. It is expected that an operational survey program will result from this work.

A study of pension plan provisions in collective agreements was begun in 1963. This study is an analysis of, and commentary on, the pension plan provisions which are found in the collective agreements of Canada's largest trade unions. The pension plans under review are being analysed by characteristics such as contribution rates, benefit formulas, and administration. The past five years have seen a growing emphasis in collective bargaining from the union side on security and welfare benefits. Major unions have demonstrated a strong push to participate in the management, administration and control of pension plans, which previously had been unilaterally run by management and had not been part of collective agreements. This study reflects the current interest in pension plans, and is an attempt to satisfy the requests for information which have been made to the Department. It is hoped that the results of the study will be ready for publication late in 1964 or early in 1965. In connection with this work on pensions, senior staff members of the Division participated in meetings of the Canadian Pension Conference.

A senior member of the staff was seconded for six months to the federal Government's Preparatory Committee on Collective Bargaining in the Public Service to work on collective bargaining and classification and pay problems in the federal Civil Service.

Work continued during the year on a study of the impact of recent wage trends on costs of production in selected manufacturing industries subject to international competition.

Work also went forward on a study of poverty and the low income population to determine where low incomes occur and the characteristics of the low-income population.

Other Activities—During the year, the Branch and the provincial Workmen's Compensation Boards carried on a program aiming at the development of comprehensive data on compensable work injuries in Canada.

Also with the co-operation of provincial Workmen's Compensation Boards, the Branch continued to publish, in annual and quarterly articles in *The Labour Gazette*, information on industrial fatalities.

The Branch continued to act as a clearing house for reports on elevator accidents. The object of this program is to assist provincial elevator inspection agencies in the various provinces in exchanging information on accidents requiring investigation. It was undertaken at the request of provincial elevator inspectors, through the Canadian Association of Administrators of Labour Legislation.

Senior staff members acted as government delegates to various conferences of the International Labour Organization held in Geneva and Cardiff, Wales during 1963.

EMPLOYMENT AND LABOUR MARKET DIVISION

The Employment and Labour Market Division prepares regular reviews of present and future labour supplies and requirements by areas and industries. As a result of a number of government programs initiated to help stimulate employment in areas of slow economic growth and high unemployment, increased emphasis was given this year to the analysis of employment and unemployment conditions in specific local areas.

The Department of Labour was responsible for the selection of areas to benefit from these programs, and in 1963 recommended 35 areas for designation. Measures that have been taken in these areas are designed to assist in their economic development and to increase the level of winter employment. Most of the localities designated as eligible for assistance under the previous Special Capital Cost Allowances Program are included in the list, and a number of new areas have been added. Important tax concessions in the form of a three-year "tax holiday" and accelerated depreciation on machinery, equipment and buildings are available to new manufacturing and processing industries in the designated areas.

As a further step to stimulate employment in areas of heavy winter unemployment, an additional 31 areas were recommended for designation as areas of high winter unemployment. After designation, these areas became eligible for the higher incentive payments for projects approved under the Municipal Winter Works Incentive Program. Both groups of areas benefited from the supplementary federal winter construction program that was introduced during the past year to help alleviate the problem of high seasonal unemployment.

The Division continued to prepare regular reports on employment, productivity, seasonality, and related problems. Information on economic developments was continually analysed to evaluate the employment outlook, with particular reference to employment and unemployment. Studies of the characteristics and trends in labour supplies were continued.

A long-term research study on area development was initiated during the year. The study is based on an examination of Canada and various other countries. Particular attention is being focussed on the experiences of other countries which are relevant to the Canadian scene.

A further examination was made of the factors influencing the unemployment levels of Canada and of the United States. In co-operation with the

Dominion Bureau of Statistics, the Division completed a study on multiple jobholding in Canada. The results of this survey were published in May 1964 in a report entitled *Multiple Jobholding in Canada, 1960-1961*.

Staff members participated in a number of projects initiated by international agencies. For example, work was carried out for the ILO Technical Conference on Employment Policy. The purpose of this technical meeting, which was attended by a staff member, was to consider proposed measures to combat unemployment and underemployment.

A research study on training and retraining, initiated by the Manpower and Social Affairs Committee of the OECD in 1962, was completed by the end of 1963. Twenty firms in six different countries and thirteen manufacturing industries were examined. Three of the case studies were of firms in Canada. A report by the Division, *Retraining and Further Training in Industry*, summarizes the more important findings of the study.

During the year, a report was completed on the manpower effects of technological change in the railway industry. A monograph on the aging worker was revised and made ready for publication.

Analyses of specific labour market developments and related problems were prepared for departmental use and for publication in *The Labour Gazette* and elsewhere. Those published in *The Labour Gazette* consisted of statistical data and analyses of changes in the labour market situation in Canada and in five economic regions and more than 100 local labour market areas.

During the year, the Economic Analysis Section carried on a continuous analysis of current information on economic trends, for the evaluation of the short-term employment and unemployment outlook. A number of research projects were carried out, aimed at improving this analysis. Studies of the characteristics and trends of labour supplies were also conducted during the year.

The results of field studies on employment and manpower utilization in Nova Scotia and New Brunswick were published during the year. The studies were carried out jointly by the federal and the two provincial departments of labour.

MANPOWER ANALYSIS

The Manpower Resources Division is concerned with the planning, direction and development of research into the nature of changes in Canadian manpower supplies and requirements. Research in this field is a continuous process involving studies concerning the causes of the changes in supply and demand, and assessment of the implications of these changes in ways that will lead to the diagnosis and solution of problems of manpower training and utilization.

Professional Manpower—The program of survey and research work in the field of professional manpower was continued during the year. The annual sample survey of engineers and scientists based on the Register of Scientific and Technical Personnel, supplemented by periodic surveys of

employers, provides much of the basic data for studies in the supply, demand and utilization of professional manpower. Co-operative survey arrangements were continued during the year with the Agricultural Institute of Canada, the Canadian Institute of Forestry, the Canadian Veterinary Medical Association, and the Chemical Institute of Canada.

The results of research and survey work in this field are published in pamphlets in the Professional Manpower Bulletin series and also in the larger and more detailed Professional Manpower Reports. Two Professional Manpower Bulletins were issued during the year: No. 2, *Annual Earnings in the Scientific and Technical Professions, 1962*, and No. 3, *Drop-out Rates in University Engineering Courses*. In the Report series, one publication was issued: No. 14, *Employment and Earnings in the Scientific and Technical Professions, 1959-1962*.

The seventh *Directory of Canadians Studying in the United States*, for the academic year 1963-64, was published and distributed to employers in government, industry and university establishments who recruit professional staff.

A considerable amount of time was devoted to co-operative work with the Organization for Economic Co-operation and Development. The main activity during the year was preparatory work for a review to assess scientific and technical manpower needs and supplies in Canada. Background statistical material was prepared and sent to the OECD, and a team of five experts selected by the OECD visited Canada for five weeks. A special meeting of the Advisory Committee on Professional Manpower was called to enable the examining team to discuss these problems with the Advisory Committee, in preparation for a forthcoming Confrontation Meeting between the OECD examiners and representatives from Canada. It will be followed by the preparation of a report.

A member of the Division and a provincial government representative were observers at a meeting of the OECD group participating in the Educational Investment and Planning Program. This was the first time that Canada had sent observers to a meeting of this body.

At the invitation of the OECD Committee for Scientific and Technical Personnel, the Division prepared a paper entitled "The Utilization and Development of Scientific and Technical Personnel" to serve as a guide for a group of consultants convened by the Committee to study the utilization of scientific and technical personnel resources.

The services of a member of the staff were made available to the Royal Commission on Health Services during the early part of the year in connection with a manpower study of the paramedical occupations.

Skilled Manpower—In accordance with the long-term objectives of the research program on the training of skilled manpower, continuing studies were carried out on the manpower effects of technological change in industry and office.

The results of a second survey designed to obtain a general view of electronic data processing as it is developing in Canada were published as

Report No. 9C, *A Second Survey of Electronic Data Processing in Canada, 1962*. This survey encompassed all the digital computer installations known to be in operation in Canada at July 1, 1962, and included a detailed picture of E.D.P. manpower, new material on computer personnel shortages, and wage and salary information on electronic data processing occupations.

A reference guide on office automation, *A Selected Bibliography on the Social and Economic Implications of Electronic Data Processing* was prepared in response to a rising demand for an adequate research tool in this field of technological change. Publication of this supplement to the reports on electronic data processing was planned for early 1964.

Work proceeded in the gathering of information in field interviews at eight large organizations with large-scale electronic data processing installations. The purpose of the project was to explore the employment, occupational, training and retraining, behavioural and organizational dimensions of office automation. Publication of the completed report was planned for mid-1964.

Sponsored by the Department of Labour and conducted by two consultant sociologists, work was completed on a special study that explored the wide range of relationships between the formal educational system and the world of occupational experience. The findings of this study were published as Report No. 10, *Transition from School to Work*.

The initial phase of a new series of studies into the changing occupational composition of the Canadian labour force, statistical information, was published under the title of Report No. 11—*Occupational Trends in Canada, 1931 to 1961*. Work was continued on the development of data for the second phase of this series, which involves a study of the way expansion and contraction of industries affects the distribution of occupations. The findings of the second phase will therefore set out the trends in the occupational structure of major industry sectors in Canada covering the period 1931 to 1961.

The planning and preparation of a further publication, entitled *Chartbook of Occupational Trends*, was also undertaken during the year. The data in this publication were designed to make a graphic presentation of corresponding data contained in *Occupational Trends in Canada, 1931 to 1961*, in a form that would be of assistance to young people, and particularly to those persons engaged in vocational guidance and counselling, by illustrating the dramatic changes that have occurred in the manpower picture between 1931 and 1961.

Two studies of technological change in selected areas of the Canadian railroads were completed in draft form. Some of the important interim results from the first study, Report No. 12—*Technological Changes in the Railway Industry—Maritime Area of CNR*, were incorporated in a paper to be presented to a meeting of the Industrial Relations Associations in Montreal in May 1964.

A joint survey of training programs in industry was carried out by the Branch and the Dominion Bureau of Statistics in June 1963. Work on a comprehensive report of training programs in industry was continued.

Because of the urgent need for detailed and reliable information on the characteristics of the unemployed and present methods of training them for re-employment, planning was begun on a pilot survey of localized samples of the unemployed, to be carried out in June 1964. The procedures and techniques for conducting the pilot survey, which will include a mailed survey of approximately half of the sample and direct interviewing of the remainder, were designed for use in a later survey on a national scale.

A preliminary design of a research project on the educational aspirations and occupational choice of students in technical and vocational secondary schools was developed in this period. This study will be carried out in co-operation with other government and educational bodies. The main objectives of the proposed study will be to obtain comparative data about the circumstances that influence student motivation and occupational choice in a representative number of schools, so that the findings may be used for vocational guidance and for counteracting the drop-out problem.

Preparation of a handbook containing information about guidelines for community surveys of manpower needs and supplies was begun in response to demands for provincial governments, communities and other agencies for federal advice and consultation on manpower training needs. The handbook will include a review of data already available, the process of eliciting co-operation, sampling, survey methods, questionnaire and interviewing schedules, coding and tabulation, and the forecasting of future trends.

Occupational Analysis—Increasing emphasis on vocational guidance throughout the country continues to make heavy demands on the Department for occupational information for career planning. Providing this information is the prime purpose of the "Canadian Occupations" series of monographs, bulletins and filmstrips, which was started in 1949. In 1960 a new and brighter format was designed for the monographs and, at the same time, plans were made to combine many of the old single-occupation booklets under one cover. By 1963-64 this work was well under way, and should be virtually complete in the next year. This change has resulted in a decrease in the number of booklets, but a considerable increase in the number of occupations covered.

Work was completed on *Mining Occupations* (revision), *Office Occupations* (revision); *Metal-Working Occupations* (a new title covering numerous related trades); *Printing Trades* (revision); *Careers in Engineering* (revision); all of which are in process of being printed. Work was well advanced for *Careers in Construction* (revision) and *Careers in Health Service* (new title). Bilingual editions are being prepared.

The new four-page Canadian Occupations Bulletin series was inaugurated with the issue of four titles, *Physiotherapist*, *Veterinarian*, *The Medical Profession* and *The Nursing Profession*. Other titles in preparation are: *Accountant*, *Social Worker*, *Stationary Engineer*, *Dentist*, *Marine Engineer*, *Optometrist*. These bulletins promise to be a popular form of occupational

information and are receiving wide distribution. Less emphasis has been placed on production of filmstrips. Twenty titles have been completed thus far; future work will probably involve revision of old titles.

Demand for occupational information continues to increase. A total of 1,410 requests for occupational and related information were answered by mail and 7,629 booklets sent out. Approximately 85,000 booklets were sold through the Queen's Printer's agencies for a total distribution approaching 100,000. Initial response to the four-page bulletins exceeded expectations, and 25,000 copies of each bulletin were quickly used up.

Correspondence and Reports Service

The Correspondence and Reports Service is responsible for answering most of the inquiries directed or referred to the Economics and Research Branch. When the desired information is not available within the Department, information on outside sources is given, whenever possible. Annual and special reports are prepared for the International Labour Office as well as material for certain publications of the Dominion Bureau of Statistics. The distribution of Branch Publications, in accordance with special mailing lists, is also a responsibility of the Section.

During the year, more than 1,500 inquiries were dealt with, of which 45 per cent concerned wage statistics. Certain inquiries of a highly technical nature were handled by specialists within the Branch.

Information on labour matters was prepared for the *Canada Year Book* and the official handbook, *Canada 1963*.

Statistical material was compiled, and co-ordinated with data supplied by DBS, for the *ILO Year Book of Labour Statistics*. Information on wages and hours for specified occupations was supplied to the ILO for use in a special statistical supplement to the *International Labour Review*.

Other assignments completed for the ILO were: a report with respect to the application in Canada of Convention No. 63, concerning statistics of wages and hours of work in mining, manufacturing, construction and agriculture; a report for the building, civil engineering, and public works committee; certain labour statistics on conditions in the clothing industry in Canada, which included other material supplied by the Department of Trade and Commerce.

Revised lists of English and French publications of the Branch were prepared and issued. These lists included reference to related reports prepared by other branches of the Department, particularly the Legislation and Technical and Vocational Training Branches and the Women's Bureau.

CIVILIAN REHABILITATION

DURING the year, the Civilian Rehabilitation Branch intensified its efforts to encourage the greater use and development of vocational rehabilitation services in order that more of Canada's disabled persons might benefit. The Branch continued to administer financial assistance to provincial governments under the agreements with the provinces—nine have signed—for the co-ordination of government and voluntary efforts at all levels.

The federal-provincial program in the past has laid the foundations for a comprehensive vocational rehabilitation program designed to reach all disabled Canadians. The Vocational Rehabilitation of Disabled Persons Act of 1961 gave statutory authority for the program and provided a more solid base upon which to build vocational rehabilitation measures in each province and to stimulate co-ordinated and accelerated developments in the future. The Act empowers the Minister of Labour to enter into agreements with any province for the equal sharing of costs of vocational rehabilitation for disabled individuals.

The economic soundness of investing public funds to assist disabled persons to become productive members of society is indicated by Table 1, below.

World Commission on Vocational Rehabilitation—The National Co-ordinator continued to serve during the year as Chairman of the World Commission on Vocational Rehabilitation. This Commission was established

TABLE 1—Rehabilitation Cases on Which Full Details are Available

Period	Number of Cases	Males	Females	Number of Dependents	Estimated Annual Cost for Support	Estimated Accumulative Support Savings	Annual Earnings After Rehabilitation	Estimated Accumulative Earnings
Up to March 31, 1957	1,001	686	315	610	\$ 450,532	\$ 450,532	\$1,750,753	\$1,750,753
Fiscal Year 1957-1958	1,055	683	372	826	948,460	1,398,992	1,860,165	3,610,918
Fiscal Year 1958-1959	1,174	745	429	877	1,232,040	2,631,032	2,219,380	5,830,298
Fiscal Year 1959-1960	1,462	941	521	1,146	923,240	3,554,272	2,683,403	8,513,701
Fiscal Year 1960-1961	1,614	1,044	570	1,276	954,304	4,508,576	2,730,502	11,244,203
Fiscal Year 1961-1962	1,669	1,079	590	1,300	902,919	5,411,495	3,198,547	14,442,750
Fiscal Year 1962-1963	1,814	1,186	628	1,400	1,118,891	6,530,386	3,401,979	17,844,729
Fiscal Year 1963-1964	2,134	1,403	731	1,684	1,363,065	7,893,451	4,245,004	22,089,733
Totals	11,923	7,767	4,156	9,119	7,893,451	32,378,736	22,089,733	85,327,085

to provide an exchange of ideas throughout the world in order to emphasize the importance of suitable employment as the ultimate goal of all rehabilitation efforts. In co-operation with Danish rehabilitation officials, it held its first International Seminar on Vocational Rehabilitation in Copenhagen in July, after the Ninth World Congress of the International Society for Rehabilitation of the Disabled.

In co-operation with Sweden, the Commission plans to conduct a seminar on sheltered employment in Stockholm later in 1964. Another seminar on vocational rehabilitation will be held in Tokyo in April 1965.

Co-operation with Other Departments—The Branch continued its co-operation with the National Employment Service and the Department of National Health and Welfare, which administers the Health Grants, including the Medical Rehabilitation and Crippled Children Grant. The Department of Veterans Affairs has continually contributed the benefit of its experience in the vocational rehabilitation of veterans to all phases of the federal-provincial program.

Co-operation with Rehabilitation Authorities—Close co-operation, consultative services and continual liaison have been undertaken during the year with the provincial co-ordinators and directors of rehabilitation. This group met during the year in Ottawa to discuss administrative procedures and to explore ways and means of bringing vocational rehabilitation services to more Canadians with serious disabilities.

Federal Vocational Rehabilitation Assistance

Since May 1953 the Department, through the federal-provincial Co-ordination of Rehabilitation of Disabled Persons Agreements, has provided financial assistance to provinces to co-ordinate rehabilitation services for the handicapped. Under these Agreements the Federal Government contributed to each province on a matching basis to help pay the salaries and travelling expenses of a Provincial Co-ordinator and staff and the costs of supplying other services necessary to the vocational rehabilitation of an individual. Nine provinces signed such Agreements and appointed Provincial Co-ordinators.

Also in 1953, the Department extended vocational training to the disabled under the Canadian Vocational Training Co-ordination Act and this has been continued under the Technical and Vocational Training Assistance Act. At the same time the National Employment Service made its special placement facilities available to the disabled who were considered ready for employment.

Grants for hospital construction, tuberculosis control, crippled children and mental health, available through the Department of National Health and Welfare, can in some instances be applied to rehabilitation projects. In 1953, the Federal Government introduced the Medical Rehabilitation Grant, which was merged with the Crippled Children Grant in 1960 to become the present Medical Rehabilitation and Crippled Children Grant. Through this Grant, increased federal funds were made available to the provinces for medical rehabilitation facilities and services, including prevention of crippling conditions, the training of rehabilitation personnel, and research studies in this field.

Under the terms of the Vocational Rehabilitation of Disabled Persons Act of 1961, new federal-provincial agreements for a period of six years became effective on April 1, 1962 and were signed by nine provinces.

Liaison has been maintained with rehabilitation authorities in other countries also; with the United Nations and its specialized agencies, including the International Labour Organization; with the International Society for Rehabilitation of the Disabled; and with other agencies in many parts of the world.

Publicity—Three issues of the bulletin *Rehabilitation in Canada* were published during the year and were given wide distribution.

Articles dealing with many varied aspects of vocational rehabilitation, including a monthly article in *The Labour Gazette*, were prepared. In co-operation with the Information Branch, television clips and movie shorts were produced and plans were made for the publication of pamphlets to encourage rehabilitation efforts at the community level and to promote the hiring of disabled persons.

Members of the staff addressed or participated in panels and workshops at several meetings and conferences.

Interdepartmental Committee—The Interdepartmental Committee on the Vocational Rehabilitation of Disabled Persons and the Co-ordination of Rehabilitation Services, made up of representatives from the Departments of Labour and National Health and Welfare, and the National Employment Service, met twice during the year under the chairmanship of the National Co-ordinator. The Branch supplied secretarial services. This committee gives continuing consideration to the co-ordination of federal activities for the vocational rehabilitation of disabled persons.

National Advisory Council on the Rehabilitation of Disabled Persons—This council, members of which were appointed under the terms of the 1961 Act, is made up of representatives from the medical profession, voluntary agencies, management, organized labour, universities and federal and provincial government departments. The Council which acts in an advisory capacity on all matters relating to vocational rehabilitation, met once during the year. Committees on Sheltered Employment and Liaison with Treatment Services also met.

Study of Rehabilitation Reports

(Covering only those cases on which full details are available)

TABLE 2—Vocational Rehabilitation of Disabled Persons: Payments to the Provinces, 1963-64

<i>Province</i>	<i>Payment</i>	<i>Province</i>	<i>Payment</i>
	\$		\$
Newfoundland.....	8,434.28	Manitoba.....	112,868.08
Prince Edward Island.....	4,187.25	Saskatchewan.....	118,714.34
Nova Scotia.....	28,430.05	Alberta.....	33,728.65
New Brunswick.....	55,293.66	British Columbia.....	16,512.00
Ontario.....	138,737.89	Total.....	516,906.20

TABLE 3—Breakdown by Disability Groups, Age, Sex, Dependents and Location

	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
AGE GROUPS										
Under 20.....	7	59	79	27	14	19	8	46	7	266
20 to 29.....	31	217	135	82	65	119	23	171	30	873
30 to 39.....	21	102	30	46	23	71	18	72	10	398
40 to 49.....	27	75	21	49	21	30	21	40	6	290
50 to 59.....	16	60	9	44	22	15	7	14	3	190
60 and over.....	16	16	7	57	9	2	6	—	4	117
SEX										
Male.....	100	374	180	182	110	170	67	185	35	1,403
Female.....	18	155	101	123	49	86	16	158	25	731
NUMBER OF DEPENDENTS										
.....	164	655	68	172	73	206	147	136	63	1,684
LOCATION										
Urban.....	75	308	229	211	109	148	59	277	36	1,452
Rural.....	43	221	52	94	50	108	24	66	24	682

TABLE 4—Educational Standing at Acceptance

EDUCATION AT ACCEPTANCE	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Nil.....	5	20	11	17	10	1	—	18	—	82
1 to 4 years.....	6	26	14	15	5	2	5	96	2	171
5 to 8 years.....	57	213	176	125	65	94	34	109	26	899
9 to 12 years.....	33	166	64	87	47	91	30	74	22	614
Matriculation.....	14	85	13	45	23	55	14	32	9	290
University.....	3	19	3	16	9	13	—	14	1	78

TABLE 5—Comparison of Occupations BEFORE and AFTER Rehabilitation

A—Principal Previous Occupation

OCCUPATION	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Professional and Managerial.....	5	14	2	18	6	5	3	12	2	67
Sales and Clerical.....	17	55	19	31	22	23	10	66	7	250
Service Occupations.....	11	36	12	21	14	28	8	30	7	167
Agriculture, Fishery, Forestry, etc.....	15	38	9	25	11	12	3	17	4	134
Skilled Occupations.....	13	50	18	17	10	24	12	9	5	158
Semi-skilled Occupations.....	11	33	12	16	11	18	13	14	2	130
Unskilled Occupations.....	22	89	65	31	19	53	10	34	11	334
Housewife or Homemaker....	5	31	6	51	13	1	4	4	1	116
No previous Occupation.....	17	178	137	91	53	81	19	157	21	754
No Information.....	2	5	1	4	—	11	1	—	—	24

TABLE 5—Comparison of Occupation BEFORE and AFTER Rehabilitation
B—Occupations After Rehabilitation

OCCUPATION	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Professional and Managerial.....	11	45	5	18	9	44	4	8	4	148
Sales and Clerical.....	25	153	52	69	40	60	27	82	17	525
Service Occupations.....	11	70	52	29	14	56	10	114	15	371
Agriculture, Fishery, Forestry, etc.....	6	17	5	7	1	3	3	28	2	72
Skilled Occupations.....	21	86	38	26	19	50	21	25	11	297
Semi-skilled Occupations.....	11	53	41	83	18	19	7	28	6	266
Unskilled Occupations.....	12	45	84	40	10	22	4	55	3	275
Housewife or Homemaker....	6	36	3	19	13	—	5	1	2	85
Self-Care.....	15	24	1	14	35	2	2	2	—	95

TABLE 6—Status After Rehabilitation

SOURCE OF SUPPORT	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Regular Employment.....	91	428	275	160	92	242	72	294	56	1,710
Self Employment.....	5	26	1	11	9	11	3	8	1	75
Sheltered Employment.....	1	9	1	31	9	—	1	36	1	89
Homebound Employment....	—	6	—	69	1	—	—	2	—	78
Housewife or Homemaker....	6	36	3	19	13	—	5	1	2	85
Self-Care.....	15	24	1	15	35	3	2	2	—	97

TABLE 7—Financial Status at Acceptance

SOURCE OF SUPPORT	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Dependent on Relatives.....	34	233	124	98	78	78	28	152	21	846
Dependent on Public Assistance.....	28	129	46	120	43	111	29	131	21	658
Disability Allowances and Other Allowances, Compensation, etc.....	2	21	—	6	1	3	—	2	—	35
EARNINGS										
Under \$500.....	2	2	2	—	1	—	—	5	1	13
\$501 to \$1000.....	1	14	5	8	2	2	4	9	—	45
\$1001 to \$2000.....	9	34	15	5	7	27	5	7	7	116
\$2001 to \$3000.....	16	35	17	11	1	11	5	7	2	105
Over \$3000.....	11	14	1	6	6	6	1	5	—	50
Old Age Security, Retirement Pension, Annuities, Savings.....	7	17	4	35	15	8	6	6	3	101
Unemployment Insurance.....	7	25	64	10	4	7	4	15	5	141
No Information.....	1	5	3	6	1	3	1	4	—	24

TABLE 8—Annual Earnings After Rehabilitation

ANNUAL EARNINGS	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Under \$500.....	—	8	1	12	7	—	1	38	—	67
\$501 to \$1000.....	2	20	3	20	12	—	5	70	3	135
\$1001 to \$2000.....	23	152	93	73	40	51	14	87	19	552
\$2001 to \$3000.....	46	213	166	66	40	119	44	105	27	826
Over \$3000.....	32	111	17	29	25	83	17	41	11	366

DIVISION ON OLDER WORKERS

The Division on Older Workers continued to assemble and disseminate information on the problems of older people, particularly their employment problems. This phase of the educational program is designed to create a deeper understanding of the many factors affecting the employment of older people.

Evidence of the growing influence of this activity is shown by the number of items of material sent out in response to requests:

<i>Fiscal Year</i>	<i>No. of Items</i>
1959-60	3,000
1960-61	5,100
1961-62	8,000
1962-63	10,473
1963-64	10,811

In addition, approximately 300,000 pamphlets were distributed by direct mailing to employers or through the co-operation of the National Employment Service. Publicity was obtained through the use of billboards, television, paid advertising and pamphlets.

Older Worker Employment and Training Incentive Program—In co-operation with the National Employment Service the Division participated in putting into effect the Older Worker Employment and Training Incentive Program. This program was designed to assist long-term unemployed older workers to return to employment. Under its provisions the Department of Labour paid 50 per cent of monthly wages or \$75 per month, whichever is less, to employers hiring for new jobs in insurable employment workers aged 45 and over who met certain conditions. Payments are made for a total period not exceeding 12 months. Initially the hiring period was established for three months, November 1, 1963 to January 31, 1964. Later, the hiring period was extended to March 31, 1964.

The Division on Older Workers was involved in all the Department's activities in connection with the incentive program. These included planning, publicity, payment of incentives, administration, investigations, enquiries and liaison at the national and provincial levels. The major portion of the Division's staff time from June 1963 until the end of the fiscal year was spent on this program.

At the end of the fiscal year and the conclusion of the hiring period, 2,354 applications from employers had been approved and 1,814 workers had received employment under the program.

Miscellaneous Activities—Liaison was continued with national and provincial voluntary agencies and with provincial government departments. The National Co-ordinator, Civilian Rehabilitation, or the divisional chief as his alternate, participated as technical consultants to the executive committee planning and preparing for the national conference on aging to be held in 1966. The Division was also represented at meetings of the Canadian Welfare Council's Committee on Aging.

The divisional chief attended conferences, addressed meetings and participated in panels and workshops.

Articles were prepared in the Division for each issue of *The Labour Gazette* and for the Branch periodical, *Rehabilitation in Canada*.

The Division has kept in close touch with international activities on behalf of older workers, particularly those of the International Labour Organization and the Organization for Economic Co-operation and Development. Toward the end of the year, the Division was planning the Canadian representation at two meetings sponsored by OECD, one dealing with training for older workers and the other with the re-designing of jobs for older workers.

Interdepartmental Committee on Older Workers—This committee, made up of representatives from the departments of Labour, Health and Welfare, and Veterans Affairs, and from the National Employment Service and the Civil Service Commission, met once during the year under the chairmanship of the National Co-ordinator, Civilian Rehabilitation. The Division supplied secretarial services.

SPECIAL SERVICES

THE PRINCIPAL ACTIVITIES of the Special Services Branch during the year were those concerned with the stimulation of winter employment. All provinces accepted the Municipal Winter Works Incentive Program for the winter of 1963-64.

A new program was introduced, aimed at increasing winter employment by providing an incentive for the construction of homes during the four winter months December to March. Another program was designed to create more employment during the winter, in designated areas and areas of high winter unemployment, through federal government construction projects. Again this year workers were moved within and between the provinces to meet seasonal requirements for farm labour. All provinces except Newfoundland participated in this Federal-Provincial Farm Labour Program.

STIMULATION OF WINTER EMPLOYMENT

Federal government departments and agencies, and the committees on which they are represented, again participated in activities aimed at increasing winter employment. The provinces, industry, and national organizations gave their full co-operation. The Winter Employment Working Committee, which is composed of officials of the Department and the Unemployment Insurance Commission, met nine times during the year. This committee plans and co-ordinates arrangements for winter employment publicity and research and for the winter work campaigns carried out at the national and local levels. The subcommittee that it has established for the specific purpose of developing new ideas was able to put forward several useful suggestions for increasing winter employment.

The Interdepartmental Committee on Winter Employment is composed of senior officials of the Departments of Defence Production, Finance, National Defence, Public Works, Transport and Labour, the Unemployment Insurance Commission, Central Mortgage and Housing Corporation and Defence Construction (1951) Limited. The Deputy Minister of Labour is chairman; the Deputy Minister of Public Works, vice-chairman. The Committee is served by four subcommittees, which deal with new construction, maintenance and repair, procurement, and measurement of results.

The Subcommittee on New Construction was responsible for preparing and submitting a list of accepted federal construction projects located all across Canada for which funds could not be provided in the normal estimates but which were ready to proceed if further stimulation of winter employment was decided upon. The list provided the basic data on which the Supplementary Federal Government Winter Construction Program was developed. This program is designed to create more employment during the winter

in designated areas and areas of high winter unemployment. Projects with a total value of more than \$8,000,000 were approved under the program.

The Sub-committee on Maintenance and Repair of Buildings, Other Structures and Equipment, with the assistance of the departments and agencies represented on it, again arranged to hold back until the winter months a large amount of repair, alteration and maintenance work on government buildings. During the six years ending with 1962-63 the value of work held until winter averaged \$14,700,000. In 1961-62 a peak of \$31,470,869 was reached. Information available at the time of writing indicates that the average will be substantially exceeded for the 1963-64 winter.

The secretariat for the Winter Employment Working Committee, the Interdepartmental Committee on Winter Employment and three of its sub-committees is provided by the Special Services Branch.

Provincial and Municipal Action—All provinces take an active part in stimulating winter employment. Some have established winter employment committees. Two offer an incentive program to encourage municipalities to undertake projects not covered by the Municipal Winter Works Incentive Program (q.v.). All provinces participate in this latter program and most offer an additional incentive payment. Provincial officials are members of some local winter employment committees, and the provinces generally try to arrange their construction, maintenance and procurement programs so that winter employment benefits.

Construction Industry—The construction industry is particularly active in the stimulation of winter employment. The Canadian Construction Association sponsors the National Joint Committee on Wintertime Construction, which has membership from many other national organizations. The Canadian Construction Association Winter Construction Committee last year made a survey of winter construction projects, which revealed that on contracts with a total value of \$49,000,000, the extra cost of winter construction was only \$480,000, or 0.97 per cent. The survey revealed also that the estimated revenue earned as a result of earlier completion was substantially greater than the additional cost of winter work. The Canadian Construction Association, calls attention at every opportunity to the advantages of winter construction.

The Architects-Engineers Advisory Committee on Winter Employment, sponsored by the Royal Architectural Institute of Canada, meets frequently. It is in process of preparing an illustrated pamphlet giving details of winter construction projects.

Other Support—National organizations, including the Canadian Manufacturers' Association, the Canadian Chamber of Commerce, the Canadian Labour Congress, the Retail Merchants Association, the Canadian Federation of Mayors and Municipalities, the National House Builders Association and the Canadian Retail Federation continue to support the national efforts to stimulate winter employment.

Educational and Promotional Activities—Educational and promotional activities to encourage winter employment are dealt with in detail in the report of the Information Branch. These activities have the effect of encouraging action by provinces, by municipalities, by industry and by individuals. They are undertaken to a great extent in support of the local winter employment campaigns carried out under the auspices of the National Employment Service offices and their winter employment committees.

MUNICIPAL WINTER WORKS INCENTIVE PROGRAM

All of the provinces, the Yukon and Northwest Territories, and a number of Indian Bands participated in the 1963-64 Municipal Winter Works Incentive Program. Under this program the federal Government provides an incentive to municipalities to undertake public works projects during the winter by paying a percentage of direct payroll costs incurred on accepted winter works projects carried out during the period November 1, 1963 to April 30, 1964.

Some modifications to the program designed to further increase its effectiveness were adopted for the winter of 1963-64. The maximum incentive payment on municipal buildings was increased from \$50,000 to \$100,000. The federal incentive payment was increased from 50 to 60 per cent of direct payroll costs of projects carried out in designated development areas and areas of high winter unemployment. (In other areas the federal incentive remained at 50 per cent of payroll costs.) The period of the program was reduced by one and one half months to a six-month period, November 1, 1963 to April 30, 1964, in order to concentrate employment in the winter months. Aside from these changes, the terms and scope of the program for 1963-64 were much the same as in 1962-63.

As in previous years, several provinces provided a further incentive by supplementing the federal contribution toward the payroll costs of accepted projects. Prince Edward Island, the whole of which was designated an area of high winter unemployment, contributed 30 per cent of direct payroll costs. Quebec contributed 40 per cent of direct payroll costs. Saskatchewan, Alberta and British Columbia contributed 25 per cent of direct payroll costs. British Columbia contributed an additional 25 per cent of wages paid to persons employed under the program who had been in receipt of welfare assistance for a specified period. Ontario contributed 25 per cent of direct payroll costs plus an additional 5 per cent of payroll costs in designated development areas and in areas of high winter unemployment. Manitoba contributed 25 per cent of direct payroll costs for unemployed persons not entitled to unemployment insurance who were employed on accepted projects, and 50 per cent of direct payroll costs for persons who had been in receipt of social allowances for a specified period prior to their employment under the program.

TABLE 1—Municipal Winter Works Incentive Program 1963-64

	Canada	B.C.	Alta.	Sask.	Man.	Ont.	Que.	N.B.	N.S.	P.E.I.	Nfld.	Yu- kon	N.W.T.	Indian Bands
Participating local authorities.....	2,757	151	210	523	76	350	1,193	72	23	43	48	1	14	53
Applications received.....	7,403	648	753	1,081	309	1,346	2,751	171	53	85	106	1	25	74
Applications accepted.....	7,317	644	753	1,070	302	1,335	2,703	171	51	83	106	1	25	73
Applications rejected, pending or withdrawn.....	86	4	0	11	7	11	48	0	2	2	0	0	0	1
Estimated cost of projects during period of program.....	282,854*	23,338	21,635	14,471	17,028	73,727	126,418	2,211	1,348	1,088	1,171	4	87	328
Estimated direct payroll cost of projects during period of pro- gram.....	99,687*	9,630	7,087	5,415	5,335	19,164	50,575	846	369	466	489	3	80	228
Percentage of payroll cost to total cost during period of program..	35.2	41.3	32.8	37.4	31.3	26.0	40.0	38.3	27.3	42.8	41.8	75.0	92.0	69.5
Estimated federal government share of direct payroll costs.....	52,790*	4,875	3,548	2,638	2,677	9,808	27,821	488	204	280	293	2	40	116
Estimated number of men to be hired during period of program	165,698	8,069	11,507	14,826	5,049	20,080	98,835	1,886	584	1,440	1,817	10	298	1,297
Estimated man-days work to be provided during period of pro- gram.....	6,886,958	502,151	462,815	411,988	334,410	1,060,017	3,904,154	72,225	27,352	36,178	48,135	126	5,302	22,105

*Thousands of dollars.

Applications submitted by the provinces during the period of the program totalled 7,403, of which 7,317 were accepted on behalf of the Government of Canada. They came from 2,757 local authorities. The accepted projects called for an expenditure of \$282,854,000 during the period November 1, 1963 to April 30, 1964. The estimated direct payroll costs of these projects during this period were \$99,687,000, to which the estimated federal contribution was \$52,790,000. Work was provided on site for an estimated 165,698 men for a total of 6,886,958 man-days. It is estimated that an equivalent amount of employment was provided in the manufacture of materials used on projects carried out under the program and in related services.

Detailed statistical information based on preliminary estimates is given in Table 1.

WINTER HOUSE BUILDING INCENTIVE PROGRAM

To create a demand for winter built housing and thus increase winter employment in the housebuilding and allied industries, a direct payment of \$500 was offered to the owner-builder or first purchaser of housing which was substantially built during the period December 1, 1963 to March 31, 1964. The incentive applied to single detached dwellings and to each unit in a multiple dwelling structure of not more than four units.

To qualify for the incentive, construction must not have proceeded beyond the first floor joist stage by November 30, 1963, and construction must have been completed, except for seasonal deficiencies, by March 31, 1964. Seasonal deficiencies included exterior painting, the application of stucco and site improvements. These requirements ensured that approximately 75 per cent of construction was carried out during the four winter months.

It was a requirement that each dwelling unit should consist of at least four rooms and contain adequate heating and sanitary facilities. Electrical facilities, where available, were also required. It was also provided that housing under the Program had to meet the general standards of construction as called for by Part IX (Housing) of the National Building Code of Canada and in addition comply with local municipal by-laws and provincial legislation.

The Central Mortgage and Housing Corporation made its field services available to the Department, carried out the necessary inspections to determine that construction had not proceeded beyond the initial stage as required by the Program and that housing was completed in accordance with its provisions.

A total of 32,656 applications for certification of housing were received, covering 37,736 dwelling units. Of these, 28,162 dwelling units qualified. The total cost of the housing that qualified was \$568,106,861.

TABLE 2—Winter House Building Incentive Program 1963-1964
Applications for Certification

	Received	Cancelled by Applicant	Rejected At First Inspection	Rejected At Final Inspection	Approved At Final Inspection	
					No. of Appli- cations	No. of Units
Newfoundland.....	267	41	53	65	108	135
Prince Edward Island.....	74	7	27	18	22	23
Nova Scotia.....	399	61	38	71	229	286
New Brunswick.....	286	31	39	21	195	231
Quebec.....	11,546	1,319	772	865	8,590	10,803
Ontario.....	9,483	901	368	1,024	7,190	8,057
Manitoba.....	1,468	109	30	66	1,263	1,324
Saskatchewan.....	1,372	136	88	75	1,073	1,104
Alberta.....	4,323	431	76	208	3,608	3,770
British Columbia.....	3,404	371	153	618	2,262	2,414
Yukon and Northwest Terri- tories.....	34	—	8	14	12	15
Totals.....	32,656	3,407	1,652	3,045	24,552	28,162

Applications for Payment

	Applications Received (Dwelling Units)	Amount of Payments Issued	Amount of Payments Outstanding
Newfoundland.....	124	\$ 62,500	\$ 5,000
Prince Edward Island.....	22	11,000	500
Nova Scotia.....	279	139,000	4,000
New Brunswick.....	231	115,500	—
Quebec.....	10,228	5,000,000	401,500
Ontario.....	7,904	3,979,500	49,000
Manitoba.....	1,289	643,000	19,000
Saskatchewan.....	1,092	525,500	26,500
Alberta.....	3,711	1,867,000	18,000
British Columbia.....	2,368	1,178,500	28,500
Yukon and Northwest Territories.....	11	5,000	2,500
Totals.....	27,259	13,526,500	554,500

Applications Approved at Final Inspection

<i>Cost of Construction in Thousands of Dollars</i>		<i>Type of Structure</i>	<i>Method of Construction</i>	<i>Structures Built For</i>		<i>Financing</i>			
Under 6	98								
6— 8	152								
8—10	561								
10—12	2,082	Single	21,783						
12—14	5,120								
14—16	5,901	Duplex	2,261	Contract	7,523	Occupancy	9,165		
16—18	4,343								
18—20	2,113	Triplex	175	Day Labour	1,773	Sale	14,540	N.H.A.	17,775
20—22	1,027								
22 and Over	3,155	Quadruplex	333	Merchant Builder	15,256	Rent	847	Other	6,777
Total	24,552		24,552		24,552		24,552		24,552

Total Value of Houses Covered by Applications for Certification—\$568,106,861

It is estimated that 90,000 jobs were created on-site, and in addition 115,000 jobs were provided in supporting industries.

The cost to the federal Government is estimated at \$14,081,000.

So many home owners and builders participated in the Program that, during March, shortages of certain categories of skilled workers and of some types of building materials developed in some areas. As it seemed apparent that these shortages would prevent completion of some housing by March 31, the final inspection date was extended to April 15, 1964.

Detailed statistical information is contained in Table No. 2.

FEDERAL-PROVINCIAL FARM LABOUR PROGRAM

The Federal-Provincial Farm Labour Program originated in 1942 as a co-operative arrangement to ensure an adequate supply of workers for agriculture and related industries. The program has been carried on under agreements which have been renewed annually with each of the provinces except Newfoundland. Under these agreements the federal government and the provinces share equally the costs of organizing the more efficient use of farm labour, and of recruiting, transporting and placing workers on farms and in related industries, and of necessary welfare assistance and other incidental expenses.

Under these agreements the federal Government allocated amounts to provinces as follows: Prince Edward Island, \$5,000; Nova Scotia, \$9,000; New Brunswick, \$5,000; Quebec, \$25,000; Ontario, \$12,000; Manitoba, \$12,000; Saskatchewan, \$15,000; Alberta, \$40,000 and British Columbia, \$11,000.

It was again necessary to move workers within the provinces to meet seasonal requirements. When the demand for workers could not be met within a province, arrangements were made to move workers between provinces. Details of the organized interprovincial movements are set out in Table 3.

TABLE 3—Interprovincial Farm Labour Movements During 1963-64

Type of Movement	From	To	No. of Workers
Sugar Beet Workers.....	Saskatchewan.....	Alberta.....	929
General Farm Workers.....	Atlantic Provinces.....	Ontario.....	264
Potato Pickers.....	Nova Scotia and New Brunswick.....	P.E.I.....	720
Total.....			1,913

MOVEMENTS OF WORKERS BETWEEN CANADA AND THE UNITED STATES

Woods Workers—Under an agreement between Canada and the United States, Canadian workers may be recruited for woods work in the United States. These workers are recruited under a quota arrangement; the present quota is 9,000. The numbers of Canadian woods workers employed in the United States on specified dates during the period 1959 to 1963 are shown in Table 4.

There is a very high turnover on these woods operations in the United States and men are crossing the border continually to take jobs. Therefore, the figures shown in Table 4 do not represent the total number of men who have been employed.

Agricultural Workers—For many years there have been seasonal movements of agricultural workers between Canada and the United States, such as the movement of potato pickers from Quebec and New Brunswick to Maine, and the movement of tobacco curers from the United States to Quebec and Ontario. In recent years, these movements have been placed on an organized basis through agreement with the United States authorities. Particulars of the movements carried out during the year are shown in Table 5.

TABLE 4—Numbers of Canadian Woods Workers Employed in the United States at Four Specified Dates in the Years 1959 to 1963

	<i>March 1</i>	<i>June 1</i>	<i>Sept. 1</i>	<i>Dec. 1</i>
1959.....	2,067	3,247	3,637	3,905
1960.....	3,135	4,428	5,114	3,801
1961.....	2,575	3,866	3,505	3,161
1962.....	2,152	3,382	2,697	2,769
1963.....	1,915	2,033	3,494	3,786

TABLE 5—Movements of Farm Labour Between Canada and the United States During 1963

<i>Type of movement</i>	<i>From</i>	<i>To</i>	<i>Number of Workers</i>
Tobacco Workers.....	Southern United States	Ontario and Quebec.....	2,377
General Farm Workers.....	New Brunswick.....	Maine.....	486
Potato Pickers.....	New Brunswick and Quebec.....	Maine.....	6,845
Maple Sugar Harvesters.....	Quebec.....	New England States.....	400
Apple Pickers.....	Vermont & New York..	Quebec.....	197
Apple Pickers.....	Nova Scotia and Quebec.....	Maine.....	229
Apple Pickers.....	New Brunswick.....	New Hampshire.....	46
Apple Pickers.....	Quebec.....	New York.....	101
Total.....			10,681

INTERNATIONAL LABOUR AFFAIRS

THE FORMER International Labour Organization Branch became the International Labour Affairs Branch during the year, a change of name that reflected the broadening scope of the Branch's activities.

It became engaged to an increasing extent in various labour and social aspects of the work of the United Nations and other international agencies, including most recently the Organization for Economic Co-operation and Development.

International Labour Organization—The main area of Branch responsibility, as in past years, was the co-ordination and supervision of Canada's relations with the International Labour Organization.

Because of the grave world problems associated with the newly-independent parts of the world, especially the developing countries which have recently joined the ILO, technical assistance activities have become increasingly important since 1950. These are supported not only from the ILO regular budget, but also from the U.N. Special Fund and the Expanded Program of Technical Assistance, and are designed to assist national agencies in training government, union and management personnel from developing countries in labour relations, vocational training, employment service procedures, social security, productivity techniques, labour inspection, and such matters. Numerous Canadian experts have been assigned to such missions in the developing countries each year, and trainees from these countries are sent to Canada on ILO Fellowships for training courses. Several other Canadians are on short-term assignments at the International Labour Office in Geneva in a planning or advisory capacity.

The Branch carried out the Department's responsibilities in this and other aspects of the ILO's work, including the ratification of ILO Conventions, consultation with the provinces and with employer and worker organizations, and assistance in ILO technical training programs for developing countries. It made arrangement for Canadian delegations to ILO meetings and for their instructions and briefing, and reported to the ILO on how Canadian law and practice compared with ILO standards.

Organization for Economic Co-operation and Development—The Branch was beginning during the year to assume a co-ordinating role in the Department's activities relating to the Organization for Economic Co-operation and Development.

The OECD grew from the Organization for European Economic Co-operation, and the Convention was signed by 20 member countries, including Canada, in December 1960. Its three main objects are promotion of economic growth, trade expansion and aid to the less developed countries. Canadian membership involves participation in a wide range of activities

related to these goals. Responsibility for co-ordinating Canadian participation lies with the Department of External Affairs, and the liaison is through the Canadian Permanent Mission to OECD in Paris. Business and trade unions have consultative status with the Organization through Canadian branches of BIAC (Business and Industry Advisory Committee) and TUAC (Trade Union Advisory Committee).

Canada and the ILO

The ILO was established in 1919 and survived World War II, during which time its headquarters was in Montreal, to become in 1945 one of the Specialized Agencies of the United Nations. Its aim in these 45 years has been to promote social justice by securing improvement of industrial and living conditions through national legislative action and through agreement between governments, employers and workers of member countries. The ILO is a tripartite organization in which representatives of governments, management and trade unions from 110 member nations meet regularly to discuss world industrial and social problems and their solution. Canada was one of the founding members in 1919 and has participated actively in the work of the Organization ever since.

The main organs of ILO are:

The Governing Body, an executive council of 48 members (24 government, 12 employer and 12 worker) plus deputy and substitute deputy members. Of the government members, 10 (including Canada) are states of chief industrial importance which have non-elective seats, and 14 are elected every three years, as are the other members. The Governing Body meets three or four times a year, usually in Geneva. It plans the work of the Organization and its regional conferences, industrial committees, committees of experts and other agencies, and discusses their findings and resolutions to promote future programs of activity in various sectors, and how these when approved are to be implemented by the Office, and the yearly budget estimates required;

The General Conference, which meets annually in Geneva for the consideration of world problems in the labour and social fields, the adoption of the annual budget transmitted by the Governing Body, and the discussion and adoption of international instruments in specific technical labour and social areas; each member nation is entitled to send to the Conference four delegates (two government, one worker, one employer) with voting rights, plus technical advisers and observers;

The International Labour Office in Geneva, which acts as the secretariat, research and information centre, operational headquarters and publishing house for the Organization, under the Director-General, David Morse.

Branch offices are situated in various regions (including one in Ottawa), and field and liaison offices and national correspondents around the world to carry out essential functions, including the operational programs of the Organization. At present the Governing Body and the Conference are discussing the changes in structure and programming necessary to adapt the ILO more effectively to meet the present and future world requirements for development in the labour and social sectors of the economy.

The ILO has developed, at 47 International Labour Conferences up to 1963, an International Labour Code consisting of 119 Conventions and 119 Recommendations covering the whole spectrum of labour and social affairs, such as: industrial relations and freedom of association, conditions of employment and social security, protection of women and young persons at work, manpower and vocational training, industrial health and safety, human rights including freedom from discrimination in employment and equal pay for equal work, and so forth. Various parts of the Code are constantly being reviewed and revised to bring them into line with current standards and conditions.

The Department of Labour participates primarily in the work of three OECD bodies:

—*The Manpower and Social Affairs Committee*, with its concept of an active manpower policy and its special seminars and research projects;

—*The Scientific and Technical Personnel Committee*, which deals with development and utilization of scientific and technical personnel; and

—*Working Party No. 4* (costs of production and prices) of the Economic Policy Committee.

Officers of the Department and, in certain cases, business and labour representatives are taking part increasingly in the seminars, working parties, policy reviews, country studies and committee sessions arranged under various OECD programs in the economic planning, manpower development and training fields with which the Department is concerned. Co-ordination of this work will develop through the auspices of the ILA Branch.

Other Activities—The International Labour Affairs Branch also looks after a wide range of other matters within the Department's terms of reference that have international implications. The Branch advises the Department of External Affairs and other departments on subjects within the scope of this Department which may arise in the United Nations or other Specialized Agencies such as UNESCO, and participates in the co-ordination of Canadian government policy in such areas.

The Branch develops information on labour and employer organizations, industrial relations, and manpower and social questions, both in other countries and on the international level, as background for policy at international meetings and as a basis for policy formulation on related subjects within Canada, and in response to inquiries from various organizations and agencies within Canada. To this end, it maintains communication with labour attachés and with External Affairs officers both in Ottawa and overseas, helps to keep them informed on manpower and social conditions within Canada, and prepares studies and reports as required.

After appropriate consultations, the Branch formulates the Canadian government position on technical assistance questions at ILO meetings, and analyzes and assesses ILO programs in this area, as well as related United Nations programs. It also advises on Canadian technical assistance projects in the labour field, whether under ILO or other auspices, and helps to administer programs as required, including occasional training programs for External Aid trainees in the labour field.

In general, any inquiries, reports, resolutions and other documents with international connotations pertaining to the work of the Department of Labour are referred to the Branch. These may range from an inquiry from a Canadian hat manufacturer about wage rates and other benefits in that industry in selected European countries, to a letter from an African student asking about the prospects for a scholarship in Canada to study trade union organization.

WOMEN'S BUREAU

THE SPONSORING of a round table conference in March on the economic and social causes and consequences of traditional divisions of work into men's fields and women's fields was the highlight of the year for the Women's Bureau. The participants, drawn from education, business, industry, organized labour, the mass media and federal and provincial government agencies, brought to the subject a wide variety of experience and diverse points of view. Two papers, one by an economist and the other by a sociologist, provided the basis for wide-ranging discussion. Questions were raised with respect to the inter-relationship of social pressures and economic trends in our society and their influences on education, training and the basic motivation of individuals. A report of the conference, including the text of the two speeches and transcripts from the discussion, has been compiled as a basis for further, more widespread consideration of the subject.

Emphasis in the work of the Bureau throughout the year was on education, training and occupational choice. Attention was directed to the importance of breadth and flexibility of preparation to enable women and girls to find and fill a creative role in the changing world of work.

Within this framework, opportunities for continuing education for women received major attention. The Bureau published a bulletin on the subject which described plans and programs for the continuing education of women that have been developed in the United States as well as recent first steps in this direction in Canada. Included in the bulletin were questions for study and discussion looking to the defining of goals and the formulating of new programs.

Early in the year the Director participated in exploratory meetings arranged by Carleton University, Ottawa, to look into possible developments of continuing education for women within the university's program of studies. The Bureau was consulted also in connection with a survey of similar needs and possibilities in the Extension Program of the University of British Columbia.

Representatives of the Bureau participated in two consultations on continuing education for women convened by the YWCA of Canada and in the Arts of Management Conference sponsored by the Business and Professional Women's Club of Toronto. The Director took part in a one-day meeting in Saskatoon called by the Saskatchewan Director of Vocational Education to discuss plans for training programs for rural women in the province. Awareness of the need for new developments in this aspect of adult education and training was markedly evident in the thinking of the March round table conference.

Occupational Planning—Occupational planning for girls was the central theme of various projects. An article on Careers for Women in Mathematics was prepared for the Women's Bureau page in the May issue of *The Labour Gazette*, and a reprint was made available. The February page dealt with Education and Training of Girls in Britain.

Developments in the biological sciences that present a challenge to women were the subject of a bulletin prepared with the schoolgirl in mind. Work was begun on a similar one relating to the physical sciences and mathematics. In the course of preparing these materials, the Bureau consulted women scientists in universities, government agencies and industries, personally and by mailed questionnaire. Advice was sought also from both English- and French-speaking universities, professional associations, libraries and scientific organizations.

With the permission of the author, the Bureau issued in bulletin form a paper on career opportunities in the life insurance industry by a supervisor from the personnel department of a large insurance company. The paper had been presented in one of the workshops of a conference of women students at McGill University. The Director of the Women's Bureau spoke at this conference on careers for university women.

These bulletins are intended as a vehicle for awakening and fostering an interest in scientific and other fields of work rather than as occupational monographs. They have been in wide demand, especially from the guidance services of provincial departments of education, for use in the counselling of girls in secondary schools.

Working Conditions—As follow-up of a discussion of working conditions with trade unionists late the previous year, considerable attention was given to problems of occupational health. The Director visited the Health Centre of the International Ladies' Garment Workers' Union in Montreal and consulted with specialists in various government agencies. These activities culminated in a small meeting convened by the Women's Bureau to consider needed emphases in occupational health programs for women workers. One of the speakers presented a report, from the International Congress of Occupational Health, held in Madrid in September 1963, of a discussion of the socio-medical problems of women workers. An article based on this material was published in the space allotted to the Women's Bureau in the March issue of *The Labour Gazette*; this will be distributed as a reprint for wider consideration of the subject.

The problems of married women in the labour force attracted special attention to two other aspects of working conditions: maternity leave and day-care services for the children of working mothers. A bulletin, issued in June, described maternity leave provisions in law and practice in Canada and summarized ILO standards of maternity protection as a basis for evaluating Canadian practice. Day care for the children of working mothers was the subject of still another bulletin, which cited the first statistics on the subject provided by the Dominion Bureau of Statistics and summarized legal standards

of care in the provinces where they exist. Information about training opportunities in child education and child care for staff of day care centres was included, as well as some facts about recent relevant developments in the United States.

Wide use has been made of both these bulletins, especially the latter, which has been the basis of discussion and planning by numbers of community groups and organizations concerned with the problem. The Director met with a number of these groups, including the board of directors of The Victoria Day Nursery in Toronto, whose annual meeting she later addressed on the subject of working women with family responsibilities.

Information on employed women and their work—In co-operation with the Economics and Research Branch, the Women's Bureau began a revision of the fact book on women workers in light of data from the 1961 Census and other new sources. To meet the urgent demand for such information, the Bureau prepared a sheet of facts and figures on the female labour force, based on averages of the Dominion Bureau of Statistics surveys for 1963. Articles were prepared on women workers in Australia and New Zealand and on women engineers in the Union of Soviet Socialist Republics.

The Bureau dealt with a growing number of enquiries. The most frequent request was for information about training and employment for new entrants into the labour force, both young and middle aged, including opportunities of part-time employment for married women. Next were questions relating to care for children of working mothers. Others related to equal pay, the status of women under the law, their political rights and their place in public life.

These requests came not only from all parts of Canada but also from countries abroad: Australia, Belgium, Britain, Brazil, China (Taiwan), Indonesia, Japan, Mexico, the Philippines and South Africa. A number, both from home and abroad, reflected growing interest in administrative arrangements within government departments for the handling of questions relating to women's work, of which the Women's Bureau is an example. The Director of the new Women's Bureau in the Ontario Department of Labour made several visits to consult regarding the development of programs, and the director of a newly organized women's section in the Australian Department of Labour and National Service spent a week of observation and consultation in this branch.

At the request of the Department of External Affairs, the Women's Bureau received a group of women sent to Canada by the Ministry of Education of Japan to study developments in women's education and employment. Brazil, also was represented among the visitors during the year.

Three international enquiries relating to the education and employment of women were referred to the Women's Bureau: a request from the United Nations for comments and suggestions regarding a proposed program for the advancement of women in developing countries; an OECD enquiry on the arrangement of working hours for working women with family

responsibilities; and a questionnaire in connection with an item on Women Workers in a Changing World in the agenda of the 48th (1964) Session of the International Labour Conference.

Committee work—The Women's Bureau continued to be represented on various standing departmental and interdepartmental committees and on the Committee on Homemakers of the Canadian Welfare Council. The Director served also on small groups called to discuss plans for the Canadian Conference on the Family in June 1964 and on another to discuss the training of auxiliary personnel for social welfare services. She attended the first national conference on vocational counselling held under the auspices of the Canadian Association for Adult Education.

Liaison with women's organizations—Continuing working relationships were maintained with national women's organizations and many of their local affiliates. The Director spoke at the 40th Anniversary celebration of the founding of the Business and Professional Women's Club of Brantford, met with a Montreal YWCA group studying women's role in the world of work and moderated a panel on women at work at the International Day Celebration of the Pioneer Woman, also in Montreal.

The third annual Directory of National Women's Organizations in Canada appeared in October 1963. This directory, listing 50 national women's organizations, includes in each case the year of founding, objectives, total membership, number of local groups, current projects, as well as the names and addresses of officers and, where applicable, the international affiliation. The Directory is distributed as a service to the co-operating organizations, to a selective list of public and private agencies and individuals. In conjunction with this project, the Bureau received and catalogued the listed organizations' current publications, which, especially in the case of the professional associations, provide useful information on training programs, working conditions and other trends of development in women's work.

The Bureau forwarded to organizations listed in the Directory an invitation to Canadian women to send greetings to Japan for the celebration of Women's Week that was received from the Director of the Women's Bureau of that country. Many of them responded.

LABOUR LEGISLATION

AN UNUSUALLY large part of the activities of the Legislation Branch during the year was related to review of existing legislation or proposals for new legislation. Branch members took part in several working groups concerned with the Department's current legislative program, and filled many requests for information on the labour laws of Canada and other countries.

The Branch was involved also in work connected with Canada's membership in the International Labour Organization and on the Commission on Human Rights. The Director attended the 47th International Labour Conference as adviser to the Government delegates, and served on the Conference Committee on the Application of Conventions and Recommendations, and also attended the 20th Session of the Commission on Human Rights as a member of the Canadian delegation.

The Branch contributed a major article on human rights in Canada to the November issue of *The Labour Gazette*, which published a special section marking the Fifteenth Anniversary of the Universal Declaration of Human Rights. The special section, including the article, is available as a reprint.

Labour Law Section of The Labour Gazette—The Branch prepared for the Labour Law section of *The Labour Gazette* monthly reports of regulations issued under federal and provincial labour laws, and reviews of selected court decisions of interest to labour.

The labour legislation enacted during the year by Parliament and the provincial Legislatures was reviewed in seven feature articles: "Changes in 1963 in Provincial Workmen's Compensation Laws" (September issue); "Labour Relations Legislation in 1963" and "Anti-Discrimination Legislation in 1963" (October); "Legislation Dealing with Apprenticeship or Trade Training Enacted in 1963" (November); and "Labour Standards Legislation in 1963", "Safety and Health Legislation in 1963" and "Ontario Pension Benefits Act" (December). Two articles dealt with labour legislation in other countries—the British Contracts of Employment Act (in the November issue) and a new hazardous occupations order in the United States (July).

Annual Bulletins—A publication entitled *Provincial Labour Standards*, dated December 1963, was issued during the year. This is an annual bulletin which sets out the standards in effect under provincial law for compulsory school attendance and minimum age for employment, public holidays, weekly rest-day and annual vacations, and also the requirements of equal pay and fair employment practices laws. The bulletin gives in tabular form minimum wage rates and maximum hours of work or overtime pay requirements for the main fields of employment, and also contains

tables of benefits under workmen's compensation laws. The standards set by labour ordinances of the Yukon and Northwest Territories are also included.

Another annual bulletin issued during the year was *Workmen's Compensation in Canada*, dated October 1963. This bulletin is a comparison of the provincial workmen's compensation laws. It describes the system common to all provinces, points out differences in the Acts, and sets out in detail the benefits payable in each province to injured workmen or their dependants.

Current Report—During the 1963 legislative sessions, as in previous years, the Branch prepared a series of mimeographed reports, entitled "Current Report on Legislation Affecting Labour Introduced in Parliament and the Provincial Legislatures," summarizing briefly the content of bills dealing with labour matters and tracing their progress until they became law or were dropped. Altogether 89 bills were reviewed in the five reports issued in the year. These reports were distributed to government labour officials and were made available, on request, to interested persons. Copies of bills introduced in the provincial Legislatures were supplied to the Branch by the provincial governments, as well as copies of Votes and Proceedings, where available.

Reports and Memoranda—Memoranda on a wide variety of questions relating to labour law were prepared in answer to specific requests from governments in Canada and abroad, and from unions, business firms, students and others.

Among the reports prepared during the year were those required by the International Labour Office on Canadian legislation with respect to annual vacations and weekly rest, compared with the standards set out in ILO Conventions and Recommendations. The annual report on Canadian legislation affecting human rights for publication in *The Yearbook on Human Rights*, published by the United Nations, was again prepared. The Branch also furnished abstracts of legislation relating to occupational safety and health enacted in Canada during 1963, for publication by the International Occupational Safety and Health Information Centre (C.I.S.).

Other Services—A member of the Branch serves as Secretary-Treasurer of the Canadian Association of Administrators of Labour Legislation, an organization of the deputy ministers and senior officers of the federal and provincial departments of labour. Organized in 1938, the Association, which meets annually, provides a forum for the exchange of views and information on the administration and enforcement of labour legislation. One of its principal objects is the encouragement of high standards of administration.

The 22nd annual conference, held in Banff, Alta., in August, discussed new approaches in labour relations and disputes settlement in Canada, the promotion of safety in industry and methods of enforcement of safety legislation, minimum wages, and recent legislative developments in both federal and provincial jurisdictions.

INFORMATION AND PUBLICITY

DURING the year, the Information Branch developed publicity and promotion for two new programs—the Winter House Building Incentive Program and the Older Worker Employment and Training Incentive Program. The greatest part of the Branch's time, however, was devoted to established programs, particularly the promotion of technical and vocational education and the Winter Employment Campaign.

Promotion of Training and Education—The Branch stepped up its efforts to reduce school drop-outs, and continued a broad publicity and educational program in support of the expansion of training facilities and programs under the Technical and Vocational Training Assistance Act. During March a series of radio messages by Canadian personalities urging young people to stay in school was aired on all Canadian stations as part of the paid advertising program. The time for about half these messages was purchased; time for the other half was donated by the radio stations as a public service. The value of this free time totalled close to \$100,000 by the end of the year. Earlier in the year, the Outdoor Advertising Association continued promotion of the "stay-at-school" theme on billboards in many parts of Canada, and public service support in this medium amounted to about \$35,000.

The Branch prepared a number of publications for distribution in the school system through the co-operation of provincial departments of Education, Labour, and Youth and for use by home and school groups, education associations, industrial and other organizations. This material included: 500,000 copies of a pamphlet "You Can't Put A Price On A Good Education" equating education to lifetime earnings, distributed in the schools; 75,000 copies of a pamphlet "Training May Be Your Answer" addressed to adults urging them to seek further training and education; 200,000 copies of a pamphlet "Technician Training May Be For You" designed for young people and distributed in the provincial school system; 200,000 copies of a pamphlet "Have You Thought About Apprenticeship?" for distribution to students; 500,000 copies of a pamphlet "Don't Let A Sense Of Failure Throw You" encouraging young people to stay in school and graduate; 100,000 copies of a pamphlet "Training In Industry" aimed at employers urging them to help their employees to upgrade their skills and knowledge; and 28,000 posters for use in classrooms across Canada.

Requests for "stay-at-school" and training information increased during the year and required the distribution of thousands of publications to parents, teachers, students, and many other individuals and organizations.

The Department has found that its "stay-at-school" program has been extremely effective. Between 1953 and 1963, the total non-institutional population 14 to 19 years of age increased by 624,000 while their number in the

labour force increased by only 115,000. It is evident that an increasing proportion of young people have been remaining in school. The number of adults (14 years and over) going to school almost doubled during the past decade, increasing from 553,000 in 1953 to 1,047,000 in 1963. As a proportion of the population 14 to 19 years of age, the number going to school increased from 43 per cent in 1953 to 55 per cent in 1963.

Some startling results have shown up. The number of persons 17 to 19 years of age in the labour force has remained virtually unchanged during the past three years, despite an increase of more than 100,000 in the number of this age group in the population. Had the same proportion as three years ago participated in the labour force, there would have been an additional 60,000 in the labour force this year.

The Branch assisted in preparation of publicity for a number of school openings and special ceremonies related to the construction of new technical and vocational training facilities in Canada. There were continued efforts to bring about greater co-ordination and liaison with the provinces in publicity efforts, and as a result, some provinces are assigning people full time to carry out publicity for provincial training programs.

During the year, in co-operation with the Technical and Vocational Training Branch, the Branch produced three issues of *Technical and Vocational Education in Canada*.

Winter Employment—The national "Do It Now" campaign was conducted for the ninth consecutive winter. Designed to stimulate wintertime markets for goods and services and so create more employment, the program is organized by the Department of Labour in co-operation with the National Employment Service.

Promotion, publicity and advertising, handled at the national level by the Branch, were expanded during the fall and winter. They were arranged to give the greatest possible support to local offices of the NES and to some 200 local Employment Committees, since the effectiveness of the campaign depends to a large extent on the co-ordinated efforts undertaken by communities on their own behalf. At the national level, business and industry were encouraged to arrange more advertising and publicity in the winter in their own interests as well as in the interests of the campaign.

The campaign message, directed at business, industry and the general public, suggested that it pays to have more work done during the winter months when men and materials are readily available. Much of the publicity for the campaign was concentrated in the areas of home, farm and office improvements. The Branch also publicized the advantages of outside winter construction, and the Municipal Winter Works Incentive Program, in an effort to increase economic activity during the winter months.

This year's campaign was considerably stimulated by the introduction of the new \$500 Winter House Building Incentive Program, which was in effect from December 1, 1963 and will last until April 15, 1964. The Branch arranged an intensive national advertising campaign for this program, using newspapers, billboards, television and magazines.

As a result of publicity both by the Department and hundreds of building contractors, and the consequent increase in the number of housing starts in the winter, building supply manufacturers reported a big upsurge in winter business. So great was the increase that at the beginning of March, several manufacturers of materials such as wallboard, flooring, insulation and plywood reported that they were running six to eight weeks behind schedule. Much of this development can be attributed to the fact that the manufacturers had not expected that the program would generate as much activity as it did.

This past winter also saw an increase in the number of national advertisers of building products who tied in the promotion of their own products with the Do It Now Campaign.

A concentrated program of direct liaison with industry carried out by the Branch during the fall and winter involved discussions with more than 500 top executives of larger manufacturing plants, advertising agencies, chartered banks and national trade associations. Special emphasis was placed on liaison with companies whose sales of goods or services stood to benefit directly from the "Do It Now" campaign. These companies were encouraged to carry out aggressive and imaginative wintertime sales and advertising programs built around the "Do It Now" theme, thus taking advantage of the pre-conditioning of the market by the large amount of public service publicity. Many firms re-scheduled advertising and promotion to coincide with the campaign.

Many other large companies who were not so directly concerned with winter sales, but who sponsored programs on television and radio, co-operated with the Department by arranging to include "Do It Now" messages with their advertising on these programs.

Whenever possible, other advertisers used the printed "drop-in" material supplied by the Branch. In addition, national consumer magazines and trade publications and the daily and weekly press gave generous public service support to the campaign. Member companies of the Poster Advertising Association of Canada arranged for the display, on a public service basis, of approximately 2,000 billboards across Canada carrying the "Do It Now" message.

One prominent national trade magazine for the sixth consecutive year conducted a contest among building supply dealers, designed to encourage more aggressive programs for increased winter business. This contest was arranged in consultation with the Department and one of the judges was the Director of the Branch.

The Post Office Department co-operated by imprinting the "Do It Now" slogan on all envelopes going through their cancellation machines. Many industries and businesses also used the same slogan on their postage meters.

Promotional film clips, developed by the Branch, were shown in hundreds of movie theatres across the country.

For the first time, steps were taken toward the production of a home improvement film in English and French, under the combined financial sponsorship of Canada's largest building supply manufacturers in co-operation

with the Department. Good progress was being made and it was expected that the film would be ready for showing through NES local offices before the end of 1964.

At a local level the support given the campaign was again outstanding. Nearly 200 National Employment Offices across the country reported the following publicity provided by other than government sources: 1,050 newspaper pages of sponsored advertising, 2,800 news items, 300 editorials, 722 cartoons in newspapers, 28,000 radio spot advertisements sponsored by local businesses, 7,000 minutes of locally sponsored radio program time, 6,000 television spot advertisements and 4,000 minutes of sponsored television program time.

Almost 300,000 posters and streamers in a variety of sizes were produced by the Department and sent to the Unemployment Insurance Commission head office, which in turn distributed them across Canada through local employment offices and Winter Employment Committees. In addition to posters and streamers, large quantities of pamphlets, stickers, envelope stuffers and restaurant place mats were produced. "Do It Now" brochures telling how businesses could tie in with the campaign to their own advantage were also distributed.

Once again the Municipal Works Incentive Program was actively promoted.

The government appropriation for printed materials, publicity and advertising was approximately \$300,000. It has been estimated that the program generated more than \$3 million worth of publicity. The advertising, on a national scale, involved all local employment offices and included a series of advertisements in all daily and most weekly newspapers, selected trade magazines, and national consumer magazines, and spot announcements on all radio and television stations.

Civilian Rehabilitation—The Branch, in co-operation with the Civilian Rehabilitation Branch, was responsible for the production of the periodical, *Rehabilitation in Canada*. This magazine, which has attracted considerable attention and favourable comment, deals with the many and varied aspects of rehabilitation. Published three times a year, it contains informative articles on the numerous services, professions and skills involved in a progressive program of rehabilitation.

During the year, three new clips for television and theatre screenings publicizing rehabilitation services and the employability of the handicapped were prepared through the National Film Board. Two of these—a 60-second and a 20-second version—were "live" treatment of visual sections from two films that had been produced in the past for the Branch: "Call It Rehabilitation" and "Everybody's Handicapped." The third clip was a 60-second animated version of a theme dealing with the handicapped worker. These will all be released for screening during 1964-65.

Older Workers—In its continuing activities on behalf of the older worker, the Branch produced a new pamphlet entitled "Don't Judge a Man's Worth by His Date of Birth." Initially, 75,000 copies were printed but the

interest created by this publication after its distribution necessitated a reprinting of an additional 18,000 copies.

Through the continuing co-operation of the Outdoor Advertising Association of Canada, 210 billboards urging employers to hire on the basis of ability, not age, were again displayed free during the year at various locations throughout the country as a public service.

With the initiation of the Older Worker Employment and Training Incentive Program during the past year an extensive advertising campaign was carried out in daily and weekly newspapers including the ethnic press, and in business publications to draw attention to the program and, underlying this, to the advantages in hiring older workers. A new 20-second film clip was produced for the Branch by the National Film Board for television screening in support of the program.

Two pamphlets, outlining the regulations under the program, were also produced by the Branch and, through the co-operation of the National Employment Service, were mailed directly to employers all across the country.

During the past year the Branch assisted the Older Worker Division with the preparation of display material for the Department's exhibit at the American Geriatric Society's convention held in Montreal.

Other Projects—The Branch did not produce a regular weekly radio program during the year, as it had for many years previous. Reduced appropriations made it necessary to restrict the program to the production of a series of messages on the "Stay in School" theme; they were broadcast during March.

An advertising campaign in newspapers and magazines was again carried out to promote the sale of Canadian Government Annuities. The Branch was responsible for the design, layout and copy for these advertisements as well as for the choice of media.

The Branch placed advertising in the ethnic press on behalf of the Fair Employment Practices Act, and handled the printing of publicity material, produced radio programs and distributed television public service spots to help eliminate discrimination in employment.

Circulation of Departmental films was continued, including seven films on industrial safety and two on rehabilitation of the disabled and employment of the handicapped.

The Department again assisted the National Film Board financially in the operation of an Industrial Film Preview Library as a service to employers and trade unions. The Library makes it possible for them to see and assess films on a variety of industrial subjects from all over the world, so that they may purchase or rent those best suited to their needs. Films for inclusion in the Library are previewed and selected by the Branch. During the year several hundred training films were added to the Library, which is serviced by the Canadian Film Institute. It is now the most complete industrial film library in Canada. Reviewing and cataloguing films was continued. A new catalogue, "Films on Productivity," was produced and distributed on behalf of the National Productivity Council.

LABOUR GAZETTE

THE PUBLICATION on July 15 of the report of the Industrial Inquiry Commission on Disruption of Shipping, headed by Hon. T. G. Norris; the passing in October of the Maritime Transportation Unions Trustees Act, designed to carry out the main recommendation of that report; and the appointment shortly afterwards by the Government of a board of trustees to manage and control the maritime transportation unions of Canada, as provided by the Act; all these events, probably the most interesting, important and controversial labour developments in 1963-64, were recorded in *The Labour Gazette*. A summary of the Norris report was published in the September number, and an article on the Maritime Transportation Unions Trustees Act in the December number.

In the November issue, a special 16-page section marked the 15th anniversary of the Universal Declaration of Human Rights. The section contained a special message from the Minister of Labour, and articles on the Declaration; "Human Rights in Canada, 1958-63"; and "Protection under Law against Employment Discrimination."

Education and training, the effect of automation on employment, and other matters relating to the employment situation again were subjects that made their appearance in the pages of *The Labour Gazette* during the year. Government pension plans were also given a prominent place.

Events and meetings reported on included: the opening of the Labour College of Canada in Montreal in June; the regular meetings of the National Technical and Vocational Training Advisory Council, the National Advisory Committee on Technological Education, the Advisory Council on Rehabilitation of Disabled Persons, and the Professional Manpower Advisory Committee; the Deputy Ministers' Conference on Manpower Development and Training; and the B.C. Conference on Industrial Relations.

In addition, there were the usual reports on meetings of trade union and employer organizations, and the annual Industrial Relations Conferences at McGill and Laval Universities.

Average monthly circulation of *The Labour Gazette* in 1963-64 was 13,930, an increase from the 13,696 in 1962-63. Average monthly circulation, paid and complimentary, French and English, for the last two years was:

	1963-64			1962-63		
	<i>Paid</i>	<i>Complimentary</i>	<i>Total</i>	<i>Paid</i>	<i>Complimentary</i>	<i>Total</i>
English edition.....	5,272	5,950	11,222	5,355	5,796	11,151
French edition.....	1,180	1,528	2,708	1,135	1,410	2,545
Total.....	6,452	7,478	13,930	6,490	7,206	13,696

ACCIDENT PREVENTION AND COMPENSATION

Accident Prevention

THE CONTINUING educational program in the occupational safety field achieved some good results in a number of departments and agencies. There is still much room for improvement, but progress is hampered by the lack of comprehensive safety regulations of general application.

Material to promote safety and safe work practices was distributed widely and advice and assistance were given in response to numerous enquiries. A few instructive "safetygraphs" were purchased to be lent to departmental safety officers to assist them.

The Safety Adviser made a number of inspection visits within federal works and undertakings where a greater awareness of the need for personal safety devices appears to be developing. Evidently the safety message is reaching the key place: the point of operation. There is more active interest in the forming of internal safety groups or committees, and assistance was given to these activities.

Close liaison was maintained with staff associations, whose active interest in good working conditions has been helpful. The Occupational Health Division of the Department of National Health and Welfare co-operated with the Branch in keeping it informed on any questions concerning safety that came to their attention.

The Safety Adviser was elected a member of the Labour Conference of the National Safety Council. In this capacity he has greater opportunity for working closely with organized labour, participating in their expanding work and conferences in this field.

The Monthly Bulletin, intended particularly for administrative and personnel officers, was sent to an enlarged readership. The Bulletin contains reviews of successful accident prevention in industry and government service, conveys the views of experts, reports on legislative developments, interprets and explains legal and administrative provisions regarding workmen's compensation and, in general, tries to make public service officials more safety-minded and knowledgeable on compensation.

Accident Compensation

Again this year fewer accident claims were reported than in the previous year. Of the 17,965 claims made, 10,735 or 60 per cent, were minor injuries. These were injuries that did not cause any layoff from work or caused layoffs that were too short to meet the "waiting periods" stipulated by the provincial Workmen's Compensation Acts. Although the total number

of accidents declined slightly from the 1962-63 figures, unfortunately there were more than 500 disabling injuries, an increase of some 8 per cent over the previous year's total. There were 25 fatalities, 8 more than in the previous year. Of these, 8 resulted from one aircraft crash at Ste. Therese, Que., on November 29, 1963. At the close of the year, pensions were being paid to 1,696 employees, former employees, or their dependents as a consequence of permanent disabilities and fatal accidents. The distribution of the year's claims by province is given in Table 1. A detailed analysis of claims settled each year is published separately in the Branch's annual statistical report.

As a consequence of renewed efforts to extend the coverage of the Government Employees Compensation Act to virtually all public service employees, 11 additional agencies were brought within the scope of the Act. There are now 101 departments and agencies, employing some 228,000 persons, covered by the Act. The ratio of industrial accidents of all types to employees has remained fairly constant over the years at about 1 to 13. The 1963-64 ratio of disabling injuries was 1 to 33 employees.

Notwithstanding somewhat higher costs of compensation resulting from amendments to the provincial Acts which are automatically applicable to the accident claims of federal employees, there was a reduction in compensation disbursements of some \$70,000 from the previous year to a total of \$2,589,055. This is the first time in many years that there has been a decline in these expenditures. The reduction in the number of accidents reported

TABLE 1—Accident Claims Reported in 1963-64, By Province and Type of Claim

Province	Minor Injuries	Disabling Injuries				Dis-allowed	Total
	First Aid and Medical Aid	Compensation	Injury Leave ¹	Permanent Disability	Fatal		
Newfoundland.....	158	70	35	1	2	2	268
Prince Edward Island..	50	47	18	1	—	—	116
Nova Scotia.....	1,067	334	190	—	—	15	1,606
New Brunswick.....	312	107	141	1	1	9	571
Quebec.....	1,451	352	827	9	2	29	2,670
Ontario ²	4,262	757	1,738	3	12	207	6,979
Manitoba.....	490	143	228	—	—	18	879
Saskatchewan.....	439	164	158	1	2	3	767
Alberta.....	801	412	311	3	1	15	1,543
British Columbia.....	1,359	287	321	—	4	73	2,044
Yukon and N.W.T. ³ ...	346	133	37	—	1	5	522
Totals.....	10,735	2,806	4,004	19	25	376	17,965

¹Leave of absence with pay in lieu of compensation.

²Includes claims of employees stationed outside of Canada.

³Administered by the Alberta Workmen's Compensation Board.

during the past two years is probably the most significant contributing factor. The amount of salary paid in lieu of compensation rose by \$82,345 to a new high of \$800,015.

The gross disbursements for compensation and administration expenses for the year are shown in Table 2. The disbursements, which amounted to \$2,914,132.23, are down \$59,924.55 from 1962-63. These expenditures are offset to some extent by rebates made to the Consolidated Revenue Fund by certain Crown agencies to cover both the compensation benefits provided to their employees and a proportionate share of administration costs. Some other Crown companies pay an assessment on their payroll in the same way as industry is assessed under the provisions of the provincial Acts. In either instance the employees of these Crown corporations and agencies come under the provisions of the Act as do employees of government departments, boards and commissions.

Every year, several hundred federal employees on duty suffer injuries or death as a result of the conduct or negligence of other persons not in the Public Service, generally referred to as "third parties." In these circumstances, the employee or his dependents can elect to receive the compensation to which they are entitled, or they themselves can take action against the third party. If compensation is elected, the employee's rights, or those of his dependents, are transferred to the Crown. In such cases the incidents are thoroughly investigated; where appropriate, steps are taken to recover the costs to the Crown. During the year, \$56,518.00 was collected from third parties by court judgment or by settlement. At the end of the year, 455 cases involving third parties were being processed. The estimated amount of compensation and other costs represented in these cases is about \$85,000.

TABLE 2—Compensation Disbursements and Federal Government's Share of Administration Expenses, by Province

<i>Province</i>	<i>Compensation Disbursements 1963-64</i>	<i>Administration Expenses for the Year 1963</i>	<i>Total</i>
	\$	\$	\$
Newfoundland.....	29,462.93	2,647.74	32,110.67
Prince Edward Island.....	21,815.15	1,084.34	22,899.49
Nova Scotia.....	181,994.11	17,388.45	199,382.56
New Brunswick.....	62,509.46	8,206.57	70,716.03
Quebec.....	529,370.38	76,658.00	606,028.38
Ontario.....	934,623.74	115,974.55	1,050,598.29
Manitoba.....	77,918.64	9,425.48	87,344.12
Saskatchewan.....	162,562.67	17,490.45	180,053.12
Alberta.....	290,653.03	40,457.81	331,110.84
British Columbia.....	297,255.74	35,742.89	332,998.63
Payments respecting employees locally engaged outside Canada.....	890.10		890.10
Totals.....	2,589,055.95	325,076.28	2,914,132.23

More effective liaison was established through closer consultation with the various Workmen's Compensation Boards and the Quebec Commission in the processing of claims, in the rehabilitation of injured employees and in the interpretation and application of the legislation. A booklet, *If You Have An Accident*, was prepared by the Branch and published in English and French. The purpose of this booklet, which will be distributed to each public service employee, is to inform them of their rights and responsibilities should they have an accident while at work. Considerable preparatory work was done in connection with new international instruments proposed by the ILO covering the subject of employment injury benefits.

MERCHANT SEAMEN COMPENSATION

In addition to other administrative work, the general investigation and processing of claims for compensation arising out of accidents to certain merchant seamen was carried out through the Accident Prevention Compensation Branch, whose Director is the Secretary of the Merchant Seamen Compensation Board. The Secretary approved a number of settlements of temporary disability claims that were in accordance with the provisions of the Act and were not disputed by the employer or the employee. Formal approval of such settlements is the responsibility of the Board.

The Merchant Seamen Compensation Board met as required to consider medical reports and other documents relating to permanent disability claims, and claims for dependency as a result of accidents. The Board also determined and issued awards for permanent disabilities (total and partial) and awards of pensions to widows and children.

There were 25 claims during the year, including 2 for fatal accidents. At the close of the year, 6 claims were pending.

Statistical Summary

	Shipping Companies Covered	Seamen Employed (approx.)	Claims Reported	Temporary Disability Awards	Permanent Disability Awards	Fatal Accidents
1945 to 1958.....	—	—	794	536	106	60
1958-59.....	77	3,850	34	26	6	4
1959-60.....	69	3,500	25	18	3	—
1960-61.....	52	2,850	18	15	3	6
1961-62.....	44	2,500	20	16	1	2
1962-63.....	40	2,300	15	14	—	1
1963-64.....	37	2,200	25	23	1	2

CANADIAN GOVERNMENT ANNUITIES

SALES of new annuities continued their downward trend during the year. As stated in previous reports, higher interest rates were obtainable elsewhere for immediate and group annuities, and as a result, income from these two kinds of annuity has declined drastically. It was decided, therefore, to increase the rate of interest for immediate annuities and group annuities. Order in Council P.C. 1964-471, passed on March 30, 1964, authorized a change effective April 1, 1964. The new premiums will be comparable to those of other underwriters. It is expected that premium income and new business will now increase.

The Year's Business—During the year a further 6,157 Canadians came under the security provisions of the Government Annuities Act, either by undertaking to purchase individual annuities or by enrolment in group pension plans. The new business for the year amounted to 3,474 deferred annuities, 213 immediate annuities, and 7 group contracts covering 76 employees. The number of new employees entering old groups was 2,394, largely replacing employees who had retired, died, or left their employer's service. Most of the new deferred annuities were registered for tax exemption on premiums under Section 79B of the Income Tax Act.

At the end of the year the Branch had 46 sales offices across Canada staffed by 61 salesmen, of whom 50 were full time and 11 part time, and 16 office assistants.

With the help of the Information Branch, a limited advertising program was conducted in newspapers, magazines and periodicals, and in streetcars and buses. Direct mail advertising was sent from Head Office to 430,000 households.

Daily Operation—The volume of work servicing the annuities in force is greater than one might expect. In addition to the annuities being paid there are, for example, 90,000 individual deferred annuities, 18,000 of which had to be examined in order to answer letters from annuitants during the year. There are 155,000 working employees under pension plans, and during the year attention had to be given to 19,000 accounts, and company valuations covering 77,000 employees were made. About 23,250 annual statements were prepared for tax purposes for Registered Retirement Savings Plans. All this is in addition to the routine of paying annuities, settling death claims, processing retirements and maturities, issuing new contracts and recording premiums.

Registered Retirement Savings Plans—The wording of Section 79B of the Income Tax Act has caused some administrative difficulties.

The first problem is that a reducing annuity must reduce by exactly the amount of Old Age Security in effect when the annuity matures. Small annuities issued in the expectation that Old Age Security would be \$55 a month, for example, are not capable of integration with Old Age Security

TABLE 1—Government Annuities Account for the Year Ended March 31, 1964

ACCOUNT	
Account, April 1, 1963.....	\$1,264,436,143.00
Receipts, 1963-64, less disbursements.....	20,704,227.45
Less surplus transferred to Consolidated Revenue Fund.....	878,443.45
Account, March 31, 1964.....	1,284,261,927.00
LIABILITIES	
Valuation of annuities outstanding.....	1,284,261,927.00
RECEIPTS	
Immediate annuities.....	1,054,824.10
Deferred annuities.....	28,358,312.00
Unclaimed annuities recovered from Consolidated Revenue Fund.....	6,380.22
Interest to March 31, 1964.....	48,376,632.00
Total.....	77,796,148.32
DISBURSEMENTS	
Vested annuities.....	49,986,323.25
Commuted values.....	570,227.40
Premiums returned with interest.....	5,626,064.22
(including instalment death benefits)	
Premiums returned without interest.....	519,004.62
Employee withdrawal payments (Pension Plans).....	356,576.36
Unclaimed annuities transferred to Consolidated Revenue Fund.....	33,725.02
Total.....	57,091,920.87
Receipts less disbursements, 1963-64.....	20,704,227.45
Total.....	77,796,148.32
<i>Interest Rate</i>	<i>Account at 31/3/64</i>
4%	\$1,023,144,910.00
3%	85,056,286.00
3½%	176,060,731.00
Total	\$1,284,261,927.00

of \$75 a month. The annuitant is, therefore, prevented from having an annuity reducing by \$55 a month as he had expected, and hardship may result. It is expected that this problem will be resolved.

The second problem is that the annuity under a Registered Retirement Savings Plan must be payable for life; it may not be a temporary annuity. This requirement is logical where large amounts of money are involved, but it seems desirable to permit small savings to be paid on a temporary basis to age seventy, as the loss of tax revenue is negligible and the saving of administrative expense is considerable.

Financial Statement—The financial statement for the year is shown in Table 1. It is significant that the premium income decreased by \$8.1

What Are Life Annuities?

A *deferred annuity* is one that begins on a future date, the purchase price being paid in a lump sum at date of purchase or being paid by instalments over the deferred period.

An *immediate annuity* is one that begins one month (usually) after the purchase price is paid, the purchase price being a single payment.

It follows that, in general, deferred annuities are bought by younger persons as a saving for old age and immediate annuities are bought by older people who wish to turn their savings into a lifetime income.

An annuity may be on one of three plans: ordinary life, guaranteed life, or contingent survivor. An ordinary life annuity ceases at death; a guaranteed life annuity is paid for at least the length of the guaranteed period, and as much longer as the annuitant lives; and a contingent survivor annuity is paid to one person while he lives and thereafter to a named second person if that person survives the original annuitant, the usual arrangement being an annuity to a man with continuation to his widow.

If the annuity is large enough it may be integrated with Old Age Security payments. That is, the annuitant may receive a larger monthly annuity payment to age 70 and a smaller payment after age 70, the reduction of annuity being offset by the Old Age Security payments. The result is a uniform income from commencement of the annuity instead of a sudden increase of income at age 70. This arrangement is not available for contingent survivor annuities.

Most Canadian Government Annuities are eligible for registration under Section 79B of the Income Tax Act which allows tax exemption on premiums, but in return the annuity is fully taxable as received. Otherwise, only the interest portion of the annuity is taxable income.

Pension plans are now operated by a master contract between the employer and the Crown. Each employee included in the plan is given a certificate stating that he is registered under the master contract. The contract, commonly called a group annuity contract, sets forth the terms and conditions for payment of premiums and payment of annuities. The premiums are tax-exempt and the annuities are fully taxable.

Booklets describing individual annuities or pension plans may be obtained from the Branch.

million from the previous year and that the cash disbursements exceeded the premium income by \$27.6 million. Interest of \$48.3 million produced an increase of \$19.8 million in account during the year.

The Government Annuities Account produced a surplus of \$878,000 for the year. Over the past ten years there have been six surpluses and four deficits, the result of mortality fluctuations from year to year, for a net surplus of \$1,194,000 for the ten years' operations.

The yearly increase in the amount paid out for annuities is accelerated by the increasing popularity of the reducing annuity option, whereby the amount of annuity is increased to age seventy and then reduced by the amount of Old Age Security. The payout till age seventy is greater than it would be if the annuities were a uniform amount for life, and after age seventy it is less. At present there are more new reducing annuities maturing than are reaching the point of reduction. No doubt a point will be reached eventually when the reductions under old annuities offset the extra payments under new annuities.

Statistics—At the end of the year there were 207,865 persons insured under 1,365 pension plans, of whom 155,586 were employees at work and 52,279 held paid-up deferred pensions by reason of termination of service before retirement age. There were 90,473 individual deferred annuity contracts in force. Approximately 72,000 persons are receiving annuities under 90,607 contracts and certificates, in payment of which 835,000 cheques were mailed. During the year, 3,491 employees retired on pension and 2,398 individual contracts matured for payment of annuity.

The average age of persons drawing annuities was 70.5 for men and 70.3 for women. The average age at death for the 4,067 deaths reported was 75.4 for men and 80.3 for women. At the end of the year seven annuitants, two fewer than a year ago, were more than 100 years old.

Table 2 gives an analysis of the single-life vested annuities, indicating the relative number of contracts by age groups. Table 3 provides a history of the number of annuities sold and the purchase money received.

**TABLE 2—Vested Annuity Contracts, Single Life Only,
in Force on March 31, 1964**

<i>Age Attained</i>	<i>Male</i>		<i>Female</i>		<i>Total</i>		
	<i>Number of Contracts</i>	<i>Per Cent</i>	<i>Number of Contracts</i>	<i>Per Cent</i>	<i>Number of Contracts</i>	<i>Per Cent</i>	<i>Cumula- tive Per Cent</i>
Less than 50.....	1,344	3.0	1,587	4.3	2,931	3.6	
50-59.....	2,595	5.8	3,494	9.4	6,089	7.5	11.1
60-64.....	3,623	8.2	4,746	12.8	8,369	10.3	21.4
65-69.....	11,519	25.9	6,704	18.1	18,223	22.4	43.8
70-74.....	11,220	25.3	6,978	18.9	18,198	22.3	66.1
75-79.....	8,260	18.6	5,947	16.1	14,207	17.4	83.5
80-89.....	5,477	12.3	6,654	18.0	12,131	14.9	98.4
90 and over.....	382	.9	903	2.4	1,285	1.6	100.0
Total.....	44,420	100.0	37,013	100.0	81,433	100.0	

**TABLE 3—Number of Individual Annuity Contracts and
Certificates Issued, and Net Premium Receipts**

<i>Year Ended March 31</i>	<i>Individual Contracts Issued</i>	<i>Group Certificates Issued</i>	<i>Total Contracts and Certificates Issued</i>	<i>Net Premium Receipts</i>
1909-59.....	187,453	287,949	475,402	\$1,165,795,515.44
1960.....	4,378	11,564	15,942	56,041,417.68
1961.....	4,353	10,007	14,360	48,522,545.35
1962.....	4,117	7,480	11,597	43,096,769.57
1963.....	4,296	3,687	7,983	37,003,157.27
1964.....	3,687	2,470	6,157	28,894,131.48
Totals.....	208,284	323,157	531,441	\$1,379,353,536.79

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(Annual) Report

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(for fiscal year **1965** ended March 31)

CANADA,
DEPARTMENT OF LABOUR

ANNUAL REPORT

FOR THE FISCAL YEAR ENDED MARCH 31
1965

CANADA DEPARTMENT OF LABOUR

ROGER DUHAMEL, F.R.S.C.
QUEEN'S PRINTER AND CONTROLLER OF STATIONERY
OTTAWA, 1965

TO THE HONOURABLE ALLAN J. MACEachEN,
MINISTER OF LABOUR

Sir, I have the honour to submit a Report of the work of the
Department of Labour for the fiscal year ended March 31, 1965.

Respectfully submitted,

GEORGE V. HAYTHORNE,
Deputy Minister of Labour.

DEPARTMENT OF LABOUR

Minister of Labour.....	Hon. Allan J. MacEachen
Deputy Minister.....	George V. Haythorne
Executive Assistant to Minister.....	P. J. Lavelle

Principal Officers

Assistant Deputy Ministers.....	Gordon G. Cushing W. R. Dymond
Assistant to Deputy Minister.....	Raymond Ranger
Executive Assistant to Deputy Minister.....	Guy de Merlis
Director of Economics and Research.....	J. P. Francis
Director of Administrative Services.....	P. R. Parent
Director of Industrial Relations.....	Bernard Wilson
Director of International Labour Affairs.....	John Mainwaring
Director of Annuities.....	C. R. McCord
Director of Information and Labour Gazette.....	G. G. Blackburn
Director of Labour Legislation.....	Miss E. Lorentsen
Director of Labour Standards.....	H. S. Johnstone
Director of Accident Prevention and Compensation.....	J. H. Currie
Director of Technical and Vocational Training.....	C. R. Ford
National Co-ordinator, Civilian Rehabilitation.....	Ian Campbell
Director, Manpower Consultative Service.....	G. G. Brooks
Director of Special Services.....	F. M. Hereford
Co-ordinator, Emergency Planning.....	G. E. Simmons
Director of Women's Bureau.....	Miss Marion V. Royce
Departmental Solicitors.....	W. B. Davis H. B. McDonald

DEPARTMENT OF LABOUR

The Department of Labour was established by The Conciliation Act, 1900 (S.C., 1900, Chap. 24—now the Department of Labour Act, R.S.C., 1952, Chap. 72). Under this Act the Department is authorized to collect, digest, and publish in a suitable form, statistical and other information relating to the conditions of labour, to institute and conduct inquiries into important industrial questions, and to issue *The Labour Gazette*. At the present time the Department administers 14 Acts (See page viii).

The Department consists of the following branches: Accident Prevention and Compensation, Administrative Services, Annuities, Civilian Rehabilitation, Economics and Research, Industrial Relations, Information and Labour Gazette, International Labour Affairs, Legislation, Manpower Consultative Service, Special Services, Standards, Technical and Vocational Training, and the Women's Bureau.

The Accident Prevention and Compensation Branch administers the Government Employees Compensation Act (R.S.C. 1952, c. 134 as amended by R.S.C. 1952, c. 323 and 1955, c. 33), originally passed by Parliament in 1918, under the provisions of which compensation is payable to federal employees who are injured while in employment. The encouragement of accident prevention activities and the establishment of effective safety programs throughout the Public Service is authorized by Section 13 of the Act. The Act provides for workmen's compensation to employees of the federal Public Service in much the same way as it is available to the employees of private industry. The adjudication and payment of federal employees' claims are carried out by the provincial workmen's compensation authorities. The Branch facilitates the processing of these claims, maintains liaison with employing departments and Crown agencies as well as with the provincial boards, and generally oversees the application of the statute. Under a long-standing arrangement the provincial boards are regularly reimbursed for the awards of compensation that they make on behalf of federal employees, and a proportionate share of their administration expenses is paid.

Under the provisions of the Merchant Seamen Compensation Act, compensation is provided to certain seamen for accidents arising out of and in the course of their employment, and to the dependants of these seamen who lose their lives as a result of such accidents. Pilots, apprenticed pilots, and fishermen are not included, nor are any seamen or their dependants who are entitled to claim compensation under any provincial workmen's compensation law or the Government Employees Compensation Act. The benefits and rates of compensation provided by the Merchant Seamen Compensation Act are approximately those established by the Workmen's Compensation Acts of the Atlantic provinces. The shipping companies are required to cover by insurance their risks of compensation arising under the Act. Each company pays an annual registration fee and, for administration purposes, an amount per claim determined on the year's experience.

The Administrative Services Branch is responsible for the general administrative services that are necessary to the administration of the Department, including financial services, personnel, public records, office supplies, furnishings and equipment, data processing, etc. The preparation of the annual estimates and establishment control function in consultation with branch heads is also the responsibility of this unit. The Director of the Branch acts as financial adviser to the Deputy Minister and is the senior personnel officer of the Department. Close liaison is maintained with the Civil Service Commission, the Treasury Board, the Department of Public Works and the Office of the Comptroller of the Treasury. The Branch comprises seven divisions: Accounts, Records, Equipment and Supplies, Library, Mechanical Tabulation, Personnel and Transcribing Services.

The Annuities Branch administers the Government Annuities Act, which provides for the sale of deferred and immediate annuities to Canadians either individually or as group pensions. The guiding principle of the Government Annuities program was stated in the preamble to the original Act of 1908: "Whereas it is in the public interest that habits of thrift be promoted and that the people of Canada be encouraged and aided thereto so that provision may be made for old age; and whereas it is expedient that further facilities be afforded for the attainment of the said objects . . ." The sale of annuities began on September 1, 1908.

The Civilian Rehabilitation Branch administers the provisions of the Vocational Rehabilitation of Disabled Persons Act, which went into effect on April 1, 1962. Under this

legislation the Branch co-ordinates the activities of federal government departments and assists provincial governments, as required, in the establishment, development and operation of a national rehabilitation program for disabled persons. It collects and disseminates information regarding vocational rehabilitation methods and services and maintains liaison with provincial authorities, voluntary agencies and professional associations regarding rehabilitation services for the disabled. The Division on Older Workers is responsible for the development and co-ordination of departmental activities designed to alleviate the difficulties of older workers in securing employment.

The Economics and Research Branch serves as a central agency to survey and analyze economic and social trends as they involve the labour force of Canada. Within the scope of its activity is the study of wages and working conditions, union organization, collective bargaining, employment and unemployment, particular occupations, and the training and utilization of manpower. The findings of its surveys and the analyses of basic studies are reported to the Government, to the International Labour Office, to other organizations and to the general public. The activities of the Branch are divided into three broad categories and these are dealt with by the three Divisions: Labour-Management, Employment and Labour Market, and Manpower Resources. Each Division performs the dual function of compiling basic information within its own field of operation and conducting research dealing with the numerous labour problems which arise in the Canadian economy.

The Industrial Relations Branch is responsible for the administration of the Industrial Relations and Disputes Investigation Act (R.S.C. 1952; c. 152) and the Canada Fair Employment Practices Act (S.C. 1952/53, c. 19). It serves as the administrative agency of the Canada Labour Relations Board and its officers process applications to the Board for certification and decertification of trade unions, and supervise representation votes. The Branch is responsible under the legislation for prevention of discrimination in employment and investigates complaints arising out of race, national origin, colour and religion. It also administers policy and renders services in connection with the establishment and functioning of labour-management committees. In the latter area, it works closely with the Economic Council of Canada.

The Information and Labour Gazette Branch provides a wide variety of information, publicity and promotion services for the Department and associated agencies, including the National Employment Service and the Canada Labour Relations Board, in line with the Department's policy of keeping the public and the press fully informed on the legislation it administers and on all federal activities in the labour field. In carrying out its promotional activities the Branch uses all media and publicity outlets, including newspapers, magazines, radio, television, films, direct mail, posters, billboards and transit advertising. It creates almost every form of advertising and publicity material to cover these media, from newspaper cartoons to film scripts. The Branch is also required to carry on systematic liaison with industrial groups involved with departmental promotional programs. The Branch also publishes, by authority of Parliament (Sec. 4, Department of Labour Act, R.S.C. 1952, c. 72), *The Labour Gazette*, the official journal of the Department, now in its 65th year of publication. Produced in both English and French editions, the journal's purpose is to disseminate accurate statistical and other information relating to the conditions of labour. The Branch also supervises the Department's press clipping service, and is the distributing agency for the Department's publications.

When the Department was designated in 1946 as the official link between Canada and the International Labour Organization, a branch was set up to handle this phase of the Department's functions. Now **the International Labour Affairs Branch**, it is engaged to an increasing extent in various labour and social aspects of the United Nations and other international agencies, including most recently the Organization for Economic Co-operation and Development. The Branch co-ordinates and implements these international responsibilities of the Department of Labour, in close co-operation with the Department of External Affairs and other federal departments, and in consultation with the provincial governments, the major workers' and employers' organizations, the Canadian agencies and institutions concerned with various international matters, and the public at large.

The Legislation Branch is a research branch engaged in the study of legislation, in Canada and other countries, concerning: the relations between employers and trade

unions; minimum standards in such matters as wages, hours of work or annual vacations; rules governing the working environment for the protection of the employees' health and safety; compensation for accidents; training of apprentices and certification of tradesmen; and discrimination in employment on grounds of race, colour, religion or national origin. It is the function of the Branch to make comparative studies of the ways in which the legislative bodies in Canada have dealt with these subjects and, on occasion, to examine what other countries where conditions are comparable have done about them. Necessarily related is the study of the court cases in which such laws are interpreted, the representations made by labour and management organizations to governments to make changes in the laws, reports of administrative authorities on their operations, and inquiries of Royal Commissions or other bodies into their effectiveness.

The Manpower Consultative Service is responsible for the administration of the Government's program of Manpower Assessment Incentives. This program calls for financial assistance to industry and labour in carrying out programs of research at the plant level into the manpower effects of industrial change, and more particularly of technological change, and into the various ways and means by which manpower adjustments to such changes can be made in a way that will minimize human dislocations.

The main responsibilities of the **Special Services Branch** are: administration of the Municipal Winter Works Incentive Program, the Winter House Building Incentive Program, the Supplementary Federal Government Winter Construction Program, the Federal-Provincial Agricultural Manpower Agreements and participation in the campaign to combat seasonal unemployment and the program of organized movements of workers between Canada and the United States.

The Labour Standards Branch was established in August 1964 to administer the new Canada Labour (Standards) Code (S.C. 1964/65, Chap. 38) and to take over the administration of the fair wages policy on government contracts, the Annual Vacations Act and the Female Employees Equal Pay Act, and the preparation of recommendations for pay rates for prevailing rate employees of federal government department and agencies from the Fair Wages and Prevailing Rates Division of the Industrial Relations Branch.

The Technical and Vocational Training Branch administers the provisions of the Technical and Vocational Training Assistance Act (S.C. 1960-61 c. 6). It co-operates with provincial government departments, employers' organizations, organized labour, and federal government departments and agencies, including crown companies and the armed forces, in the promotion, organization and development of all types of publicly financed training programs deemed necessary to fit persons for employment or to upgrade workers in their present occupations.

The Women's Bureau was established in 1954 to bring about a wider understanding of the role and contribution of women in the labour force, to encourage general competence and occupational skills among women workers looking to the advancement of their opportunities in employment, and to promote working conditions conducive to human well-being and efficient production. The Bureau examines existing data and studies concerning women workers and stimulates additional research by the Department and other appropriate research agencies; assembles information concerning women's employment and makes it available in such a way as to foster an informed approach to related problems; ensures continuing interchange of information regarding women's work between the Department and other public and private agencies, including women's groups and employer and labour organizations; and advises the Department on programs affecting women workers and is available for consultation with other federal departments and provincial government agencies with respect to questions relating to women's work.

●

The Department of Labour maintains a close working relationship with the Unemployment Insurance Commission in the development of policies and programs, particularly in the manpower field. These programs include seasonal and area unemployment, the older worker employment problem, industrial training, rehabilitation of the disabled, problems peculiar to women's employment, professional manpower, special employment problems of the primary industries, veterans' reinstatement in civil employment, employment on defence establishment, and manpower and social security research. The Commission publishes its own Annual Report.

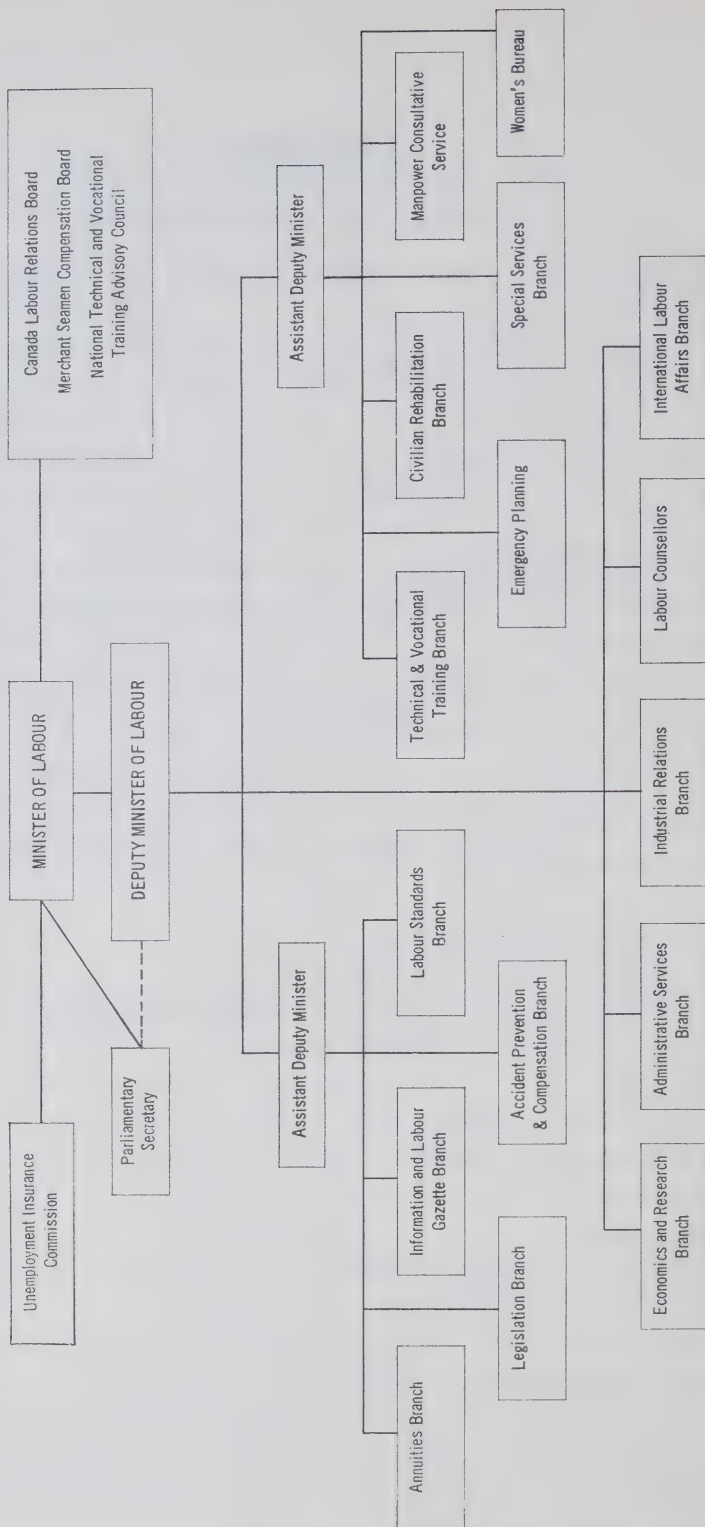
ACTS ADMINISTERED BY THE DEPARTMENT OF LABOUR

- Industrial Relations and Disputes Investigation Act—Revised Statutes of Canada 1952, Chap. 152
- Fair Wages and Hours of Labour Act—R.S.C. 1952, Chap. 108
- Annual Vacations Act—Statutes of Canada 1957/58, Chap. 24
- Canada Fair Employment Practices Act—S.C. 1952/53, Chap. 19
- Female Employees Equal Pay Act—S.C. 1956, Chap. 38
- Government Annuities Act—R.S.C. 1952, Chap. 132
- Department of Labour Act—R.S.C. 1952, Chap. 72
- Technical and Vocational Training Assistance Act—S.C. 1960/61, Chap. 6
- Government Employees Compensation Act—R.S.C. 1952, Chap. 134, amended by R.S.C. 1952, Chap. 323; S.C. 1955, Chap. 33
- Merchant Seamen Compensation Act—R.S.C. 1952, Chap. 178, amended by S.C. 1952/53, Chap. 16; S.C. 1957, Chap. 9
- Conciliation and Labour Act—R.S.C. 1957, Chap. 110
- Vocational Rehabilitation of Disabled Persons Act—S.C. 1960/61, Chap. 26
- Reinstatement in Civil Employment Act—R.S.C. 1952, Chap. 236
- Canada Labour (Standards) Code—S.C. 1964/65, Chap. 38

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DEPARTMENT OF LABOUR



INTRODUCTION

During the year ended March 31, 1965, the Government of Canada took the first steps toward the implementation of a more effective manpower policy. And in all of the measures adopted the Department of Labour played an active part.

Just before the fiscal year ended, the Canada Labour (Standards) Code received Royal Assent and a new Branch of the Department came into being to administer it. The Code establishes standards for hours of work, minimum wages, annual vacations with pay and holidays with pay, in employment within federal jurisdiction. The administration of the fair wages policy on government contracts also was turned over to this new branch.

Another new Branch born during the year was the Manpower Consultative Service, set up to develop and administer the Government's program of manpower assessment incentives. The program provides for financial assistance to industry and labour to carry out research at the plant level into the manpower effects of technological change. By the end of the year, two assessment agreements had been concluded.

Another change in the line-up of the Department's branches resulted from the merger of the Labour Gazette Branch and the Information Branch to form the Information and Labour Gazette Branch. The resulting Branch was considerably enlarged and given responsibility for the production of the Department's total publication program.

And as the year ended, the Department was on the threshold of adding another branch by assuming the administration of the National Employment Service; the transfer from the Unemployment Insurance Commission was scheduled to take place on April 1, 1965. The transfer will increase the staff of the Department from fewer than 700 to almost 5,000.

The older programs of the Department continued. There was a steady flow of new facilities and programs under the Technical and Vocational Training Assistance Act, and many new training institutions were open during the year. By the end of the year, 737 new projects or major additions had been completed since the beginning of this program in 1961; they provide places for an additional 98,000 students.

Programs to stimulate winter employment continued. The Municipal Winter Works Incentive Program, the Winter House Building Incentive Program, and the Supplementary Federal Government Winter Construction Program all spurred an impressive amount of activity during the winter months.

The Department's conciliation services reported that a dispute between the major Canadian railways and unions of their non-operating employees was settled on the basis of the recommendations of the conciliation board established to deal with the dispute. Of the 93 labour-management disputes referred to conciliation officers during the year, 64 were settled; settlements were achieved on the basis of board recommendations in 17 of the 24 disputes referred to conciliation boards.

The Board of Trustees of the Maritime Transportation Unions submitted its second report to Parliament; the Board, together with the Department of Labour and the Canadian Labour Congress, supervised the election of a new executive for the Seafarers' International Union of Canada. Mr. Justice Victor L. Dryer resigned as Chairman of the Board and was succeeded by one of the members, Judge René Lippé. Joseph Mackenzie of the CLC was appointed to fill the resulting vacancy.

Within the same week during the year, death took two of the Department's officers, Dr. Paul H. Casselman, Chief of the Manpower Resources Division of the Economics and Research Branch, and Gerard R. Carroll, head of the Fair Employment Practices Division of the Industrial Relations Branch.

Retirements during the year included those of W. P. Graham, Prairie representative of the Labour-Management Co-operation Service, C. R. Currie, Pacific Regional Industrial Relations Officer, and Brig. J. E. Lyon, Chief of the Seasonal Unemployment Division of the Special Services Branch.

Appointments during the year included those of the Directors of the two new Branches, H. S. Johnstone of the Fair Wages and Prevailing Rates Division, chosen to head the Labour Standards Branch, and G. G. Brooks of United Aircraft of Canada, selected to head the Manpower Consultative Service.

INDUSTRIAL RELATIONS

In early March, the Board of Trustees of the Maritime Transportation Unions made their second report to Parliament. The majority report was signed by the Chairman, Mr. Justice V. L. Dryer, and Judge René Lippé. Mr. C. H. Millard did not concur with the contents of his colleagues' report and filed a separate statement later in the month. The report of the Chairman and Judge Lippé stressed the difficulties experienced by the trustees in improving the leadership of the Seafarers' International Union of Canada. They described a long search within the ranks of the SIU for suitable persons to replace the former executive headed by Wm. Hal Banks, and pointed out that little assistance was offered and that often what the trustees learned from one source was contradicted by another. In the election held later in the year, the former executive was elected almost intact.

The trustees maintained that the election was strictly regulated and referred to the fact that it was supervised by representatives of the Department of Labour, the Canadian Labour Congress, the Board of Trustees, and the SIU. Mr. Justice Dryer had earlier said that the trustees "do not know if the persons running in opposition to the present incumbents are any better or any worse than those they seek to replace . . ." The election should not, however, be considered crucial: "A union, like a nation, does not learn democracy over night or in one election," Judge Dryer asserted.

The trustees' report did not criticize Leonard McLaughlin, who was elected president. It said he had agreed to co-operate with the trustees and was "quite helpful" in stopping the membership demonstrations that broke out when the dismissal of Wm. Banks was announced. The report told also of how the trustees looked outside SIU ranks for executive replacements and when they did not find what they wanted, decided it might prove impossible to have outsiders accepted by the membership.

A prime consideration in the minds of the trustees was that the trusteeship was only temporary and any solutions must be ones that the members would continue to support after the trusteeship ended. "If desirable officers are to remain in control after the trusteeship is over, the members of the union must want them to remain in office."

Mr. Millard, in his minority report, said that the majority report "lacks emphasis in areas which are more important than others because they deal not only with the present, but form the basis for the future." He went on to say that the lack of any positive alternative plans to a continuance of government trusteeship could result only in unnecessary cost to the taxpayer, and extend government influence in spheres of responsibility which in his opinion were primarily those of trade unions and management. Mr. Millard maintained that his colleagues' report did not adequately emphasize the improved state of industrial relations in the maritime industry, or other accomplish-

ments since the trustees were appointed. He said that it was his understanding that the two main tasks of the trustees were to end union jurisdictional differences on the Great Lakes, and to develop internal democracy, particularly in the SIU, where, it was claimed, such democracy did not exist.

Mr. Millard stated that not only had the inter-union conflict ended, but also that Canada had experienced the greatest lake shipping season on record. It was accomplished without harassment, without jurisdictional warfare, and without stoppages, and it produced a healthier climate of international understanding. Among the developments that received "too little emphasis elsewhere," he said, were the negotiations of the key collective agreements covering the most numerically important group of seamen under trusteeship the SIU, and the voluntary separation by the SIU of the licensed and unlicensed personnel into two autonomous unions. Pointing out that prolonged government intervention is undesirable, Mr. Millard stressed that the next steps needed in the maritime union area should be taken by the union community itself.

Mr. Justice Dryer signed the majority report subsequent to his resignation from the Board of Trustees in December; he was succeeded by Judge Lippé as Chairman and Mr. Joseph MacKenzie of the Canadian Labour Congress was appointed trustee to fill the vacancy.

CONCILIATION SERVICES

The disputes making the most strenuous demands on the Department's conciliation service* were those affecting railway, longshore, shipping and airline operations.

Railway Operations—The conciliation board appointed in the previous year to deal with the major Canadian railways and their 100,000 non-operating employees reported to the Minister on May 22, 1964. A majority report was made by the Chairman, Mr. Justice F. Craig Munroe, and David Lewis, Q.C., nominee of the unions. The minority report was filed by A. G. Cooper, the nominee of the companies.

The unions accepted the majority recommendations of the board in June. In July, after some discussion with the Government, the railways indicated they were prepared to negotiate an agreement on the basis of the majority recommendations of the board. On November 17, 1964, both parties announced that the dispute had been settled. The terms of settlement included a 19-cent an hour wage increase spread over a two-year period running from January 1, 1964 to December 31, 1965.

Longshore Operations—At the end of the previous year, a conciliation board was appointed by the Minister to deal with the dispute between Newfoundland Employers Association Limited of the Port of St. John's and The Longshoremen's Protective Union. Members of the Board were: Dr. P. Copes of St. John's, Chairman; F. J. Elliott of Boston, Mass., companies' nominee;

*A synopsis of the Industrial Relations and Disputes Investigation Act is published in Appendix 1 (P. 95).

and Lawrence Dobbin of St. John's, union nominee. The Board reported to the Minister on March 25, 1964. The report, which was unanimous, recommended an agreement with wage increases of 4 cents an hour in each year. Among other recommendations, the Board specified that the new agreement should provide for a system of rotation of regular gangs, each with a complement of 21 men. On April 3, 1964, the union rejected the recommendations of the Board but indicated that it was prepared to enter into further discussions with the Employers Association. On April 7, 1964, the Association reported that it had rejected the recommendations of the Board. A complete stoppage of work occurred on April 24.

The Department's conciliation officers met with the parties, and the union agreed to terminate the strike if the Minister would appoint an Industrial Inquiry Commission to mediate the issues in dispute. A Memorandum of Agreement to this effect was signed by both parties on June 12 and the longshoremen returned to work. On June 24, the Minister appointed Judge A. H. McKinnon of Antigonish, N.S., as Industrial Inquiry Commission. Judge McKinnon handed down his report on October 1, 1964. The recommendations of the report provided a formula that would grant severance pay for longshoremen who would be retired on a gradual basis during the next five years. A pension plan and the establishment of a welfare plan were also recommended. The Commission was of the opinion that if the Port of St. John's was to be placed on a sound and efficient operating basis, there must be a solution to the interdependent problems of job security and manpower utilization.

The Employers Association accepted the recommendations of the Commission but the Union did not accept the findings and recommendations on the principal matters in dispute. Both parties resumed negotiations, however, and the provincial Government offered to contribute financially to the cost of severance pay in settlement of the dispute. The union rejected all proposals for settlement and on October 26 resumed the strike, which had been terminated by the memorandum of agreement of June 12. Despite further intervention of the provincial Government and the Department's conciliation officers, the strike continued as the fiscal year closed. The dispute affects some 550 longshoremen.

Shipping Operations—In June 1964 conciliation officers were appointed to deal with disputes affecting the unlicensed and licensed personnel of some 35 Great Lakes shipping companies. The settlements arranged by the conciliation officers provided for the unlicensed personnel a wage increase of approximately 15 per cent spread over a three-year period for the licensed personnel a wage increase of about 18 per cent, and a pension plan for both classes of seamen. Approximately 2,000 unlicensed and 1,000 licensed personnel were affected.

Airline Operations—In September 1964, the Minister established a conciliation board to deal with a dispute between Air Canada and Lodges 714 and 1751 of the International Association of Machinists. The Board consisted of W. H. Dickie of Toronto, Chairman; H. M. Sparks of Montreal, company

nominee; and Peter Podger of Streetsville, Ont., union nominee. The Board reported a settlement of the dispute on December 1, 1964. The terms of settlement included a wage increase of 4 per cent in the first year and an additional 4 per cent in the second year of a two-year agreement. The dispute involved some 4,500 employees.

Conciliation Proceedings during Year—Conciliation proceedings under the Industrial Relations and Disputes Investigation Act during the year directly affected 147,195 employees. Conciliation officers effected settlements in 64 of the 115 labour-management disputes referred to them; 22 of the 115 disputes had been carried over from the previous year. Conciliation officers were unable to arrange settlement of 21 disputes and recommended the appointment of conciliation boards. One dispute lapsed, and conciliation officers still had 29 cases in hand at the close of the year.

Conciliation boards were appointed to deal with 24 disputes. In addition, reports were received from eight conciliation boards appointed in the previous year. In 17 of these 32 disputes, settlements were obtained on the basis of the boards' reports. Four disputes were not settled and legal strikes occurred; 11 were still in the hands of conciliation boards at the close of the year.

Conciliation Proceedings under Industrial Relations and Disputes Investigation Act, by Disposition of Cases, Fiscal Year 1964-65 and from Inception* of Act

	1964-65		From Inception o March 31, 1965	
	Number of Disputes	Number of Workers Directly Affected	Number of Disputes	Number of Workers Directly Affected
Disputes being dealt with by conciliation officers at beginning of period.....	22	4,814	—	—
Disputes referred to conciliation officers....	93	26,545	1,062	810,430
Total.....	115	31,359	1,062	810,430
Disputes settled by conciliation officers....	64	17,179	677	206,212
Disputes not settled by conciliation officers.	21	9,978	335	597,532
Disputes which lapsed; no further action required.....	1	34	21	2,518
Disputes being dealt with by conciliation officers at end of period.....	29	4,168	29	4,168
Total.....	115	31,359	1,062	810,430
Disputes being dealt with by conciliation boards at beginning of period.....	6	100,358	—	—
Disputes in which parties were considering conciliation board recommendations at beginning of period.....	2	750	—	—
Disputes referred to conciliation boards....	24	10,728	352	1,301,170
Total.....	32	111,836	352	1,301,170
Disputes settled by conciliation boards.....	17	108,195	266	964,851
Disputes not settled by conciliation boards.	4	930	64	333,152
Disputes which lapsed; no further board action required.....	—	—	11	456
Disputes in which parties were considering conciliation board recommendations at end of period.....	5	891	5	891
Disputes being dealt with by conciliation boards at end of period.....	6	1,820	6	1,820
Total.....	32	111,836	352	1,301,170

*September 1, 1948

Other Proceedings under the Act

Complaints of Failure to Bargain—The Minister received no complaints during the fiscal year under Section 43 of the Act, the section which permits a party to collective bargaining to make a complaint in writing to the Minister of Labour that another party to such collective bargaining has failed to comply with the provisions of the statute relating to the commencement of bargaining, and the requirement that the parties shall make every reasonable effort to conclude a collective agreement.

Since the Act came into force, the Minister has received ten complaints under Section 43. Two were withdrawn and eight were referred to the Canada Labour Relations Board for investigation.

Applications for Consent to Prosecute—The Minister received 37 applications for consent to prosecute under Section 46 of the Act during the year. Seventeen of the requests were granted, four were rejected, one was withdrawn, 13 lapsed, and two were pending at the end of the year.

Since the Act came into force, the Minister has received 111 applications for consent to prosecute. Sixty-one applications were granted, seventeen were refused, two were referred to industrial inquiry commissions and settled, four were referred to conciliation officers and settled, four were withdrawn, twenty-one lapsed, and two remained pending at the end of the year.

Complaints of Violation of the Act—Seven complaints of alleged violations of provisions of the Act were made to the Minister during the year. Complaints by a person claiming to be aggrieved because of such violations are permitted under Section 44 of the Act. Six of these cases were referred to conciliation officers and were found to be unsupported by the evidence, or were otherwise not settled; one was withdrawn.

From the inception of the Act to the end of the year there were 90 complaints under Section 44. In one case, the complaint was rejected immediately after receipt of a reply from the party against whom the complaint was made. In nine cases the Minister appointed industrial inquiry commissions under Section 56 of the Act, the results being a settlement of one complaint, and the dismissal of eight that were found to be unsupported by the facts. Eleven complaints were settled by conciliation officers. In ten other cases that were referred to conciliation officers, the complaints were either not settled or were dismissed when found to be unsupported by the facts. Twenty-five complaints were withdrawn, 16 lapsed, and 18 resulted in either the granting or refusal of consent to prosecute.

Industrial Inquiry Commissions—During the year, two industrial inquiry commissions were appointed under Section 56 of the Act, which empowers the Minister to appoint an industrial inquiry commission to make any inquiries he thinks fit regarding industrial matters, and, in particular, to investigate alleged violations of the Act. Since the inception of the Act, 34 such appointments have been made.

CANADA LABOUR RELATIONS BOARD

The Canada Labour Relations Board met on numerous occasions—40 days in all during the year. Approximately two-thirds of this time was spent in hearing oral submissions by representatives of the 47 employers, 30 trade unions and various other parties who appeared before the Board. Most of the cases that came before the Board were decided without the need for hearings.

Certification Proceedings—The Board received 146 applications for the certification of bargaining agents during the year affecting 8,136* workers. In addition, another 18 applications for certification were in process at the close of the previous year. Of these 164 applications, which directly affected 20,895* workers, 82 were granted, 31 rejected and 34 withdrawn. At the end of the year, the remaining 17 were still under investigation. The Board ordered 26 representation votes in applications for certification and two votes in applications for revocation of certification.

From the inception of the Act to March 31, 1965, the Board received 1,649 applications for certification, directly affecting some 220,027* workers; 961 applications were granted, 341 rejected, 330 withdrawn, and 17 were pending at the end of the year. In that period, the Board ordered 276 representation votes in applications for certification and 15 votes in applications for revocation of certification.

Complaints of Failure to Bargain—During the year, no complaints were made to the Minister under Section 43 of the Industrial Relations and Disputes Investigation Act, alleging that a party had failed to bargain collectively and, therefore, no complaints were referred to the Board. One such complaint referred to the Board in 1961, which had been held in abeyance pending completion of legal proceedings, was withdrawn.

From the inception of the Act to March 31, 1965, the Minister referred to the Board eight complaints concerning failure to bargain collectively. In three cases, the Board issued Orders requiring the respondents to bargain collectively with the complainants and later revoked one of the Orders. The Board dismissed four complaints on the grounds that Section 43 of the Act was not applicable to the matters in dispute, and permitted the withdrawal of one such complaint.

Applications for Revocation of Certification—The Act provides (Sec. 11) that where, in the opinion of the Board, the bargaining agent no longer represents the majority of employees in the unit for which it was certified, the Board may revoke the certification of the bargaining agent. The Board is also authorized (Sec. 61(2)) to reconsider, vary or revoke decisions or orders made by it.

Four applications for revocation of certification were received during the year and two were carried over from the previous year. Of the six applications before the Board, two were granted and four refused.

*Preliminary estimates, subject to revision.

Since the inception of the Act, the Board has received a total of 58 applications for revocation of which 35 were granted, 21 were refused, and two were withdrawn.

Applications for Procedure for Final Settlement of Disputes Concerning the Meaning or Violation of Collective Agreement—The Act prescribes (Sec. 19) that where a collective agreement does not contain a procedure for the final settlement of differences concerning the meaning or violation of the collective agreement, an application may be made to the Board for the provision of such a procedure. One such application received during the year was granted.

Since the inception of the Act, 17 such applications have been received. Eight were granted, three rejected, and six settled without the necessity of a Board Order.

LABOUR-MANAGEMENT CO-OPERATION SERVICE

There was more evidence than ever before that labour and management were becoming increasingly aware of the mutual benefits that can be obtained from a better understanding of each other's problems.

A marked willingness was displayed by both parties to participate actively in conferences organized by the Labour-Management Co-operation Service of the Industrial Relations Branch. Conferences were held in: Edmonton on April 9, with 245 in attendance; Lethbridge, April 16, with 138 in attendance; Medicine Hat, April 29, with 133 in attendance; and Calgary, May 20, with 450 in attendance. Unions, managements and governments were represented at these conferences and the topics discussed covered a wide range of subjects of interest to both labour and management. The need for mutual discussion of new problems arising from technological changes and the growth of automation was stressed.

A much broader acceptance and understanding of the value of expanding the scope of these labour-management discussions was manifested during the year by the manner in which subjects such as automation, technological changes in production methods, work force mobility and retraining continued to grow in importance on labour-management committees' agendas. Positive objectives, tangible results and economic rewards were stressed in the Department's program as being the fruits of joint consultation—to the benefit of employers, employees, unions and of Canada and all her citizens.

One hundred and eighty-seven new committees, representing 80,462 employees, were added to the roster of functioning labour-management committees, and 51 committees covering 9,764 employees were dropped from the list for reasons such as inactivity, plant closures, and consolidation of operations as the result of administrative changes or merging of a number of operations into one plant. Thus, 1,957 committees were functioning by

March 31, 1965, compared with 1,818 on the same date in 1964. The number of employees represented was 584,284 compared with 513,586 on March 31, 1964.

Committees were active in most kinds of undertakings, e.g., mining, forestry, manufacturing, retail and wholesale trade, hospitals and civic service.

Suggestions were put forward regarding improved efficiency, quality of product, safety, reduction of waste, housekeeping, care of equipment, absenteeism, communications and plant operations in general. Some of the committees are continuing their discussions on employment problems and questions of national welfare arising out of technological change and displacement from employment.

The Service publishes a news bulletin, *Teamwork in Industry*, on a monthly basis, except for combined July-August and November-December editions. The mailing list for this publication exceeds 23,300. It reports on the activities of committees across the country as well as on items of interest to management and labour.

Some 76,500 copies of a monthly bulletin entitled *Let's Discuss* were distributed to stimulate and assist committee discussions on an ever-broadening field.

Posters illustrating the subject suggested in the *Let's Discuss* bulletin were also distributed to enlist the full interest of employees and encourage their participation in the activities of the committee. Pay envelope stuffers carrying a reproduction of the poster of the month and a short message on the subject dealt with on the poster were also distributed. Altogether, approximately 69,000 posters and 682,000 pay envelope stuffers were distributed during the year.

A promotional booklet on *Today's Need for Labour Management Co-Operation* was in the final stages of preparation, as were new leaflets entitled *It's An Idea* and *Here's How*. The latter two publications were designed to provide committees with ideas to make their meetings more interesting and effective and to give guidance on how special co-operative programs could be conducted.

Labour-Management Committees, which were first promoted under government auspices during World War II by the Industrial Production Co-operation Board, made a considerable contribution to the war effort in many industries and were considered to be of such value that it was decided to retain them. Since 1947, when the Labour Management Co-Operation Service was established in the Industrial Relations Branch, it has continued to promote and service labour-management committees.

The Service has a staff of 13 industrial relations officers with long experience in the field of labour-management co-operation. These officers are located at Amherst, N.S.; Montreal and Trois Rivieres, Que.; Ottawa, Toronto and London, Ont.; Winnipeg, Man.; and Vancouver, B.C.

CANADA FAIR EMPLOYMENT PRACTICES ACT

Since the Canada Fair Employment Practices Act* came into effect, 36 formal complaints have been received. All have been settled through mediation measures. There have been no summary convictions for violation of its provisions.

Officers of the Branch attended national and international meetings on discrimination in employment sponsored by inter-racial groups and government agencies. The Branch sent advisers to various community groups establishing anti-discrimination committees.

During the year, advertisements concerning the provisions of the Act were placed in the foreign language press of Canada and in other publications. Existing pamphlets published by the Department were reprinted, in English and French, and distributed throughout the country.

Two new pamphlets were in preparation and scheduled for publication and distribution in the next fiscal year. Films purchased by the Department and dealing with the problem of offering equal economic and social opportunity for minority groups were distributed through facilities of the National Film Board.

*A synopsis of the Act is published in Appendix 2 (P. 96).

ECONOMICS AND RESEARCH

The demand for the services of the Economics and Research Branch continued to increase during the year 1964-65 and, as a result, the Branch stepped up the gathering of information to satisfy these requirements. Many requests were received for information about the labour force, its characteristics and future growth.

Completion of a study of local labour markets in all parts of Canada led to the introduction of new criteria for the selection of areas that might qualify for federal assistance. Under the new Area Development Program, training of employed and unemployed workers is encouraged and financial incentives are offered to manufacturing concerns that are set up in the designated areas.

Research into and compilation of data about occupational trends, on a national basis, continued. A study analyzing the current structure of standard or normal hours of work was completed.

Work went forward on an analysis of the effects of technological change in the railway industry. New studies were begun on the structure of collective bargaining and its adaptability to economic and technological change.

Within the scope of continued studies on manpower effects of technological change in industry and office, a new project was under way to analyze the effects of automation on office personnel.

As in the past, Branch personnel took part in committee work arising from the current legislative program, the International Labour Organization, the programs of such groups as the Organization for Economic Co-operation and Development, and the activities of other national and international organizations.

The thirteenth edition of *Working and Living Conditions in Canada* (1964) was prepared in collaboration with the Department of Citizenship and Immigration. Approximately 90,000 copies of the English edition and 32,000 copies of the French edition were printed. Arrangements were made by the Department of Citizenship and Immigration for the translation of this booklet into several foreign languages.

LABOUR-MANAGEMENT DIVISION

The work of the Labour-Management Division is concentrated upon three main operations: research and development; surveys of wage rates, salaries, hours of labour and working conditions in Canada; surveys and studies of collective bargaining and labour organizations. The latter two activities provide the major source of statistical information on labour matters in Canada, for government use in policy-making and for public use by labour, management, and other agencies that have similar working interests. The research

and development work of the Division on current problems in industrial relations and labour economics increased during the year. To further the Division's work, staff members participated in various professional conferences held in Canada, the United States and Europe.

Research and Development—A study analyzing the current structure of standard or normal hours of work in Canada was completed during the year for publication in the United States in the forthcoming Industrial Relations Research Association volume on hours of work. Work on the project continued and a historical series of standard hours of work back to 1901 was being developed. This series together with an accompanying analysis was scheduled for publication later in 1965.

The Organization for Economic Co-operation and Development (OECD) completed its examination of the relationship between changes in wage differentials and labour mobility in a number of member countries, including Canada. The study was scheduled for publication in 1965. A senior member of the Division's staff served as Canadian representative to the OECD Expert Group responsible for the study. As part of his contribution, the Canadian representative prepared a paper on wage determination in Canada, which was released for publication in the late spring of 1965 under the title of Occasional Paper No. 3—Wage Determination in Canada.

An analysis of pension plan provisions in collective agreements, which was begun in 1963, was nearing completion with the object of publishing the results in the summer of 1965, involving about 100 pension plans, is a study of pension plan provisions in the collective agreements of three of Canada's largest trade unions. The pension plans under review are being analyzed by characteristics such as contribution rates, benefit formulas, and administration.

A study of the industrial relations aspects of technological change in the railway industry was begun in 1963. A case analysis of the Canadian Pacific Railway Company's Angus Shops in Montreal, it is an attempt to determine the changes that have taken place in collective agreements and labour-management practices under the impact of technological change. The study will also illustrate, by practical examples, the ways in which specific collective agreement provisions have affected the work histories of men displaced through technological change. The necessary field work was completed in January 1965. The analysis of collective agreements and other material is now under way, and it is hoped to publish the findings of the study later in 1965.

An analysis was begun of provisions in collective agreements arising out of technical and industrial change. Their characteristics will be analyzed and this analysis will be followed by case studies on how these provisions are working out in practice. The study was designed to give some assessment of the adaptability of collective bargaining to the economic and technical changes currently taking place in Canadian industry. Two senior members of the Division presented papers based on this research. One, entitled "Technological Change and Collective Agreements," was presented at the Annual Convention of the French Canadian Association for the Advancement of Science, held

at the University of Ottawa in November 1964; the other, "Technological Change and Industrial Relations," was presented at the Sixteenth Dominion-Provincial Conference on Coal, held at Lake Louise, Alta., September 3 and 4, 1964.

A study of the structure of collective bargaining in Canada was begun during the latter part of the year. The study is designed to describe, analyze and explain the structure of negotiating units, the role of third-party intervention in the negotiating process, recent innovations in collective agreement negotiations, and the extent of pattern bargaining within and among industries. Several aspects of the study were developing on an aggregative basis while all aspects were being studied in depth on an industry-by-industry basis. Currently, a study of the pulp and paper industry is underway. This study was designed to provide a basis for assessing the adequacy of collective bargaining in resolving the internal problems of industrial relations systems as well as its role in the attainment of full employment, price stability and economic growth.

Research continued on the relationship between wages and costs of production in those Canadian industries subject to international competition. The study centres on 22 such industries in the manufacturing sector. A senior member of the Division's staff presented a paper based on this research before the Interstate Conference on Labor Statistics in Miami Beach, Fla., in June 1964. The data in the study were in the process of being brought up to date and it was anticipated that the results of the study would be published in late 1965.

During the year, senior members of the Division prepared extensive reference documents for use in the development of the Canada Labour (Standards) Code and in labour disputes coming under federal jurisdiction.

Wage Rates and Salaries, Hours of Labour and Working Conditions—The Division annually conducts two major surveys; on October 1, a survey of wage rates, salaries and hours of labour, and on May 1, a survey of working conditions.

The 1964 survey of wage rates, salaries and hours of labour covered a total of 28,000 employer-reporting units and more than 1,000 occupations in all sectors of Canadian industry. More than 80 per cent of all employers surveyed returned a completed questionnaire. During the past year, some 1,800 paying subscribers, representing a substantial section of management and labour across Canada, received the results of the 1963 survey. The results of this annual survey are published in loose-leaf form from March to July and, later, in a 400-page bound volume, *Wage Rates, Salaries and Hours of Labour*.

In addition, extensive tabulations of wage and salary information were prepared during the year in answer to a number of special inquiries from labour, management and research workers. And, as in the past, data from the survey of wage rates, salaries and hours of labour were supplied also to several organizations, including the Pay Research Bureau of the federal Civil Service Commission, several provincial governments, the International Labour Organ-

ization, the Primary Textiles Institute, the Canadian Retail Federation, and the National Dairy Council.

During the year, extensive consultations with provincial agencies were conducted with a view to reducing the number of surveys and enlarging the use of the data collected in the federal survey.

Preliminary tests were conducted during the year to evaluate the problems connected with the extension of the annual wage survey to the construction industry. Further testing will be required before such an extension can be made.

The cross-industry part of the wage survey, covering office, maintenance and service occupations, was extended in the 1964 survey to hospitals with 25 beds or more. The information is to be included in the cross-industry information published on a community basis in the forthcoming annual report, *Wage Rates, Salaries and Hours of Labour*.

Development work continued during the year on a program to convert the processing of the survey data to an electronic computer operation.

The 1964 survey of working conditions was based almost entirely on the same mailing list of 28,000 reporting units as the wage survey. The information collected was included in the annual report *Working Conditions in Canadian Industry, 1964*, and published in a bilingual format. The report presents, on an industrial and provincial basis, the incidence of the following working conditions: hours of work, statutory holidays, vacations with pay, pension plans, shift work, overtime premiums, and collective agreements. The information presented in this report covers more than 1,600,000 non-office employees and 700,000 office employees.

At the request of the federal Treasury Board, a special survey of working conditions in the Water Transportation industry was conducted in September 1964. The survey results were made available to employers in this industry.

Collective Bargaining and Labour Organizations—During the year, the Branch continued to provide, through the pages of *The Labour Gazette*, a monthly review of major labour-management negotiations in Canada, listing the unions and companies engaged in bargaining and the progressive stages of negotiations, and giving summaries of the settlements. This information was supplemented by annual and semi-annual tables showing the extent of the negotiations required to reach agreement and the wage settlements arrived at through collective bargaining. All agreements covering 500 or more employees, except for the construction industry, were included in the review, which was produced with the assistance of the Industrial Relations Branch.

As in previous years, extensive use was made of the up-to-date file of collective agreements maintained in the Branch for ready reference in providing data for administrative purposes and in dealing with a number of enquiries from companies, unions, and the general public.

During the year, work was carried out on the preparation of Bulletin No. 5 in the Labour-Management Research Series, entitled *Collective Agreement Provisions in Major Manufacturing Establishments*. This Bulletin, containing

analytical comments on the substance of the provisions analyzed, as well as many examples of the actual provisions that were coded, was published toward the end of the year. Developmental work was undertaken on the preparation of a code for the analysis of collective agreements covering office employees. After this initial developmental work, a study of office workers' agreements in Canadian manufacturing industries was planned.

The regular survey and publication programs of the Division, undertaken to provide information on union membership and on work stoppages, were continued during the year and some improvement in the publication schedule was achieved. In addition, steps were taken to implement a program of special studies, including an analysis of union membership trends and an examination of the patterns of strike activity in the postwar period. Such studies will be published in the Labour-Management Research Series.

Data obtained in the annual survey of national and international union headquarters, central labour congresses and independent local organizations were published in the 53rd edition of *Labour Organizations in Canada, 1964*. This annual handbook contains a glossary, statistical tables on union membership, as well as a comprehensive directory of labour organizations operating in Canada showing the names and addresses of their principal officers, their publications, and the provincial distribution of their locals. Supplementary information based on data obtained in a separate survey of union locals was published in the annual article in *The Labour Gazette* entitled "Industrial and Geographic Distribution of Union Membership in Canada." This article provides details on union membership by industry, by province, and by labour market area.

During the year an additional province became associated with the federal department in a co-operative arrangement involving the Annual Survey of Labour Organizations. Altogether, five provinces now participate in this joint operation, which makes it unnecessary for a province to engage in a survey of its own.

Detailed statistical information on strikes and lockouts continued to be published each month in *The Labour Gazette*, and another edition of *Strikes and Lockouts in Canada* covering the calendar year 1963 was published. This information was compiled from reports received from the Unemployment Insurance Commission.

Under the terms of the Corporations and Labour Unions Returns Act, the Department keeps on record and makes available for inspection copies of Section A of the returns filed by labour unions under the Act. Section A contains particulars on the organizational structure of unions, including names and addresses of union and local union officials, membership, collective agreements, trusteeships, and the provisions of the constitution. Fifteen inspections were requested and carried out during the year. Most of the requests for inspection were received by mail and in these cases the inspections were completed by supplying photocopies of returns. A service charge was made for photocopies.

Other Activities—Work was started on a study of the Federal-Provincial Co-operative Industrial Work Injury Statistics Program and the Industrial Fatalities Program. This study is an attempt to assess definitional concepts and to develop and standardize a comprehensive work injuries statistical program in co-operation with the provincial Workmen's Compensation Boards.

With the co-operation of the Workmen's Compensation Boards, the Board of Transport Commissioners and the provincial Factory and Elevator Inspectors, supplemented by newspaper clippings, the Branch continued to publish information on industrial fatalities in annual and quarterly articles in *The Labour Gazette*.

The Division continued to act as a clearing house for reports on elevator and escalator accidents. The object of this program is to assist provincial elevator inspection agencies in exchanging information on accidents requiring investigation. It was undertaken at the request of provincial elevator inspectors through the Canadian Association of Administrators of Labour Legislation.

EMPLOYMENT AND LABOUR MARKET DIVISION

The Employment and Labour Market Division prepares regular reviews of present and future labour supplies and requirements by areas and industries. As a result of a number of government programs initiated to help stimulate employment in areas of slow economic growth and high unemployment, increased emphasis was laid this year on the analysis of employment and unemployment conditions in specific local areas. The Division continued to prepare reports on employment, productivity, seasonality, and related problems.

The Division participated in a basic review of the Government's Area Development Program. New criteria were developed for the selection of areas eligible for special government assistance. These take into account rates of employment growth and unemployment in local areas, and in addition, the average level of family income, which reflects the degree of underemployment in the area. Many National Employment Service areas have qualified under these new criteria. Under the revised program, the designated areas will be eligible for special measures designed to encourage more training and a higher degree of mobility among both employed and unemployed workers. The program provides also for more effective financial incentives to new manufacturing and processing enterprises that become established in designated areas, and for measures to encourage the development of adequate municipal capital facilities in such areas.

Studies of the characteristics and trends in labour supply were continued and estimates of population by age and sex for the years 1961-75 were published for limited distribution.

The OECD Manpower and Social Affairs Committee is carrying out a comprehensive review of Canadian manpower and employment problems and policies. In order to facilitate the review, the Division prepared a background

paper on the subject for the use of the examiners. The paper will be published by the OECD after the review has been completed.

A monograph, *Women at Work in Canada*, was revised and made ready for publication and the revised version of another monograph, *The Aging Worker*, was published. A report was prepared and presented to the Special Senate Committee on Aging.

A long-term research study on area development based on an examination of a number of countries outside of Canada was continued during the year. Particular attention is being focused on the experiences of countries that are relevant to the Canadian scene.

Analyses of specific labour market and related problems were prepared for departmental use and for publication in *The Labour Gazette* and elsewhere. Those published in *The Labour Gazette* consisted of statistical data and analysis of changes in the labour market situation in five economic regions and more than 100 labour market areas.

MANPOWER RESOURCES DIVISION

The Manpower Resources Division is concerned with the planning, direction and development of research into the nature of changes in Canadian manpower supplies and requirements. Research in this field is a continuous process involving studies concerning the causes of the changes in supply and demand, and assessment of the implications of these changes in ways that will lead to the diagnosis and solution of problems of manpower training and utilization.

Professional Manpower—The program of research and survey work in the field of professional manpower was continued during the year with some changes of emphasis. The Branch continued its policy of maintaining the *Scientific and Technical Personnel Register* but temporarily discontinued the annual survey of registrants to obtain statistical data, first initiated in 1956. A related program of salary surveys conducted jointly by the Department and several professional associations was also given up for 1964. One new survey, of physicists, was begun during the year in co-operation with the Canadian Association of Physicists.

Four bulletins in the Professional Manpower Series were issued during the year. These were:

- PM/4: *Survey of Canadians Enrolled at American Universities and Colleges, 1962-63.*
- PM/5: *After-Graduation Plans of Final-Year Students in Engineering and Science Courses, 1958-1963.*
- PM/6: *Annual Earnings in the Scientific and Technical Professions, 1963.*
- PM/7: *Starting Salaries in Engineering and Science, 1962-64.*

The eighth *Directory of Canadians Studying in the United States*, for the year 1964-65, was published and distributed to employers interested in the recruitment of professional staff.

Active participation in the activities of the Organization for Economic Co-operation and Development was maintained in three areas. First, the report of the team of five experts who reviewed scientific and technical manpower needs and supplies was the subject of a confrontation meeting in Paris between members of the examining team and a group of five experts from Canada, including one representative from a provincial government, one from industry, one from a university, and two from the federal Government. Preparation of a report, combining the examiners' findings and the results of the Confrontation Meeting was undertaken by the OECD.

A member of the Branch and a representative from one of the provinces participated in two meetings of the OECD Programme on Educational Investment and Planning. A new OECD project on the international movement of scientific and technical manpower was in the planning stages and close consultation was required with the OECD in order to draw up the scope and methods to be followed in this study.

A report of a member of the Branch on paramedical manpower was published as part of *The Report of the Royal Commission on Health Services, Volume II*.

Skilled Manpower—A broad Skilled Manpower Training Research Program was begun in 1956. This Program is concerned with a continuing critical examination of how Canada's manpower requirements are changing, with the economic and social effects of technological and other industrial changes, and with an assessment of the adequacy of the educational-training system in meeting the trained manpower needs of the economy.

During the year, further studies were carried out on the manpower effects of technological change in industry and the office. In the field of office automation, the first number in a new series of Occasional Papers was published under the title of *Occasional Paper No. 1—Impact and Implications of Office Automation*. The purpose of these papers is to make available interim findings from continuing research programs and the results of special studies that are not included in regular Branch reports. Occasional Paper No. 1 compared the results of Canadian research on electronic data processing with similar studies carried out in the United States and Western Europe. The report also covered the impact of office automation on employment, on clerks and clerical occupations, on clerical supervisors and older office workers, on conditions of office work and employment, and comments on the implications of electronic data processing for management and trade unions.

A reference guide on office automation, *A Selected Bibliography of the Social and Economic Implications of Electronic Data Processing*, was published in March, 1964.

Work was in process on the analysis of information gathered from eight large organizations with large-scale computer installations. The purpose of the project was to explore the employment, occupational, training and re-training, behavioural and organizational dimensions of office automation.

A study was published entitled *Report No. 12—Technological Changes in the Railway Industry—Maritime Area of C.N.R.* The report reviewed the nature

and effects of technological and other changes on employment and manpower requirements in this industry over the period 1948-60.

A second report on the railway industry, which is concerned with an intensive study of the employment effects of technological change and the problem of worker adjustment in a large railway shop, was also completed and scheduled for publication in the summer of 1965.

A study of the manpower implications of forthcoming technological changes in the Eastern Canadian Pulpwood Logging Industry was begun during the year. In addition, a pilot study was undertaken to investigate changes in welding technology and their effects on training requirements. This exploratory study was designed to develop methods for studying changing skill requirements and their implications for training within a field of technology.

Work continued on the development of additional data on occupational trends in Canada. Among the studies being undertaken are: Projection of Occupational Trends to 1970 in Terms of Educational and Training Requirements; Historical Trends in the Labour Force by Occupation for the Period 1931-61 for Selected Characteristics, such as Age, Earnings, and Education; The Changing Occupational Structure of Industry over the Period 1931-61.

A publication entitled *A Chart Book of Occupational Trends* was completed for publication in the summer of 1965. It contains a graphic presentation of data provided in the report *Occupational Trends in Canada, 1931 to 1961* published in September 1963, and is designed to be of assistance to young people, and particularly those persons engaged in vocational guidance and counselling.

A joint survey of the incidence of training programs in industry for skilled tradesmen, first-line supervisors and technicians was carried out by the Branch and the Dominion Bureau of Statistics in 1963. The analysis of the data was completed during 1964 and a comprehensive report was scheduled for publication in the summer of 1965.

Consideration was given to ways and means of stimulating more training in industry. A special background paper entitled "Training in Industry—Role of Government in its Development" was prepared by the Branch in co-operation with the Technical and Vocational Training Branch, for presentation to a federal-provincial meeting of Deputy Ministers of Labour and Education in January 1965. The paper explored the problem and set forth suggested guidelines for policy.

Because of the urgent need for details and reliable information on the characteristics of the unemployment and present methods of training them for re-employment, a pilot study was carried out in three areas in Ontario and Quebec in the summer of 1964. A national study is planned for 1965-1966.

A large-scale survey on the career decisions of Canadian youth, to be undertaken in the autumn of 1965 in co-operation with provincial Departments of Education and other educational groups, was developed to the pre-test stage. This study, which will involve about 100,000 students at all grade levels in approximately 300 Canadian secondary schools, is designed to increase our

understanding of the process through which young people make educational and occupational choices, and to provide practical information to assist teachers and guidance personnel in helping students reach sound decisions. The four major research instruments, to be filled out respectively by students, teachers, guidance counsellors, and school principals, were completed in draft form for testing in a restricted number of English language and French language schools in the Spring of 1965.

Occupational Analysis—There was an expansion of activity in the field of occupational analysis and research. Broadly speaking, the program consists of the acquisition and dissemination of occupational information. In accordance with established practice, a wide variety of occupational data was obtained from many different sources and assembled into a documentation centre, ready for retrieval and further analysis. Outward evidence of the program is found in the Canadian Occupations series of monographs, bulletins and filmstrips, but a substantial portion of the work consisted of carrying out special assignments in the field of occupations and providing an extensive mail-answering service.

Vigorous efforts were under way to develop a comprehensive occupational documentation service, similar to the system being considered by OECD, in order to deal with the rapidly increasing flow of available information and to maintain and develop it for the benefit of a wide variety of users. Documentation consists of searching for published and unpublished data, and compiling it into a classified repository from which occupational data may be processed and extracted as required. The demand for occupational information greatly exceeds the possibility of supply, but an increasing tide of data is becoming available as a result of increasing investigations into technological change, vocational training, and other areas of the world of work, and there is an urgent need to consolidate and centralize the occupational data existing in fragmented form.

Selection and definition of occupations for the annual survey of wages, salaries and hours of work are important aspects of occupational research. In view of the rapidity of change in occupations, continuous surveillance was necessary to keep the survey up to date. Definitions for 18 construction occupations were developed for a pilot study in the construction industry, and work was begun on a thorough review of the office occupations being covered in the Annual Survey.

In conjunction with the work of the Skilled Manpower Committee, the Occupational Analysis Section set up and carried out the pilot project for occupational research in welding technology and submitted a report with recommendations.

The most obvious feature of the occupational information service consists of the Canadian Occupations series of monographs, bulletins and filmstrips, which are prepared primarily as an aid to vocational guidance and placement work.

Canadian Occupations Monographs are now a familiar source of occupational information. The completion during last year of two more titles,

Metal Working Occupations and Careers in Construction, brought to 11 the number of booklets in the new series, a total of nearly 700 pages of occupational information in the form of text, illustrations and diagrams. Work was nearly completed on *Mechanical Repair Occupations* and well advanced on *Careers in Health Service*. Both projects cover broad occupational areas and will add nearly 200 pages to the series.

Work continued on the new Canadian Occupations Bulletin series with the completion of five new titles: Accountant, Social Worker, Stationary Engineer, the Dental Profession, and Optometrist.

Comparatively little work was put on filmstrips. Four titles were withdrawn from the available list because of obsolescence, and plans for their revision are being made, starting with *Careers in Home Economics*.

Correspondence and Reports Service

Some 1,500 inquiries were dealt with during the year, of which 40 per cent concerned wage statistics. Certain inquiries of a highly technical nature were handled by specialists within the Branch.

Information on labour matters was prepared for the *Canada Year Book* and the official handbook, *Canada 1964*. Statistical material was compiled and co-ordinated with data supplied by DBS for the *ILO Year Book of Labour Statistics*. Information on wages and hours for specified occupations was supplied to the ILO for use in a special statistical supplement to *The International Labour Review*.

Other assignments completed for the ILO were: the preparation of information for the ILO Coal Mines Committee at their 8th Session, in 1964; the preparation of a statement giving statistical data on industries and occupations to assist the ILO in their general review of the membership of Industrial Committees, in 1965; and the supplying of information for the 8th Session of the ILO Metal Trades Committee, in 1965. There was also a special report, requested by the Canada Branch of the ILO, on the *Role of Employees' and Workers' Organizations in Programming and Planning in the Metal Trades Industries*.

Revised lists of English and French publications of the Branch were prepared and issued. These lists included reference to related reports prepared by other Branches of the Department, particularly the Legislation Branch, Technical and Vocational Training Branch and the Women's Bureau.

The Correspondence and Reports Service is responsible for answering most of the inquiries directed or referred to the Economics and Research Branch. When the desired information is not available within the Department, information on outside sources is given whenever possible. Annual and special reports are prepared for the International Labour Office as well as material for certain publications of the Dominion Bureau of Statistics. The distribution of Branch publications, in accordance with special mailing lists, is also a responsibility of the section.

INTERNATIONAL LABOUR AFFAIRS

Although the responsibilities of the International Labour Affairs Branch have steadily increased with the expansion of its activities in the labour and manpower phases of the work of the United Nations, specialized U.N. agencies and other international organizations, the main area of Branch activities continued to be the co-ordination and supervision of Canada's participation in the International Labour Organization.

INTERNATIONAL LABOUR ORGANIZATION

There were about 20 ILO* meetings during the year, and Canada was represented at half of these, usually by tripartite delegations†. The Branch made arrangements for Canadian delegations, including their briefing and reporting.

The ILO Governing Body and the General Conference continued discussions of the changes required in program and structure to meet the complex problems of world economic and social development. The Canadian government representative on the ILO Governing Body, George V. Haythorne, Deputy Minister of Labour, was elected Chairman of the Governing Body in June 1964 for a term of one year; in that capacity he opened the Second African Regional Conference in Addis Ababa, Ethiopia (November 30—December 11, 1964).

Because of the grave problems associated with the newly independent parts of the world, especially the developing countries that have recently joined the ILO, technical assistance activities have become increasingly important since 1950. These are supported not only from the ILO regular budget, but also from the U.N. Special Fund and the Expanded Program of Technical Assistance, and are designed to assist national agencies in training government, union and management personnel from developing countries in labour relations, vocational training, employment service procedures, social security, productivity techniques, labour inspection, and related matters. In accordance with established procedures, numerous Canadian experts were assigned to such missions in the developing countries, and trainees from these countries were sent to Canada on ILO Fellowships for training courses. Arrangements for both experts and trainees were made by the Branch.

Early in 1965, the Department made the first annual grant of \$30,000 to the International Institute for Labour Studies at Geneva, and set aside an additional \$20,000 for two fellowships in 1965 to assist Canadian economists to undertake research at the Institute in major fields of labour economics.

To assist in reporting to ILO on Canadian law and practice compared with ILO standards, the Branch also consulted with federal departments, provincial departments, employer and worker organizations, and other agencies on various labour matters. After the significant meeting of federal and provincial Ministers of Labour and officials early in 1964, there was an in-

*A description of the ILO is published in Appendix 3 (P. 96).

†Particulars of individual meetings, including the General Conference, were published in *The Labour Gazette*.

creased interest in ratifying a wide range of ILO Conventions, both federal and federal-provincial in content; the Branch was in the process of co-ordinating the work of a committee set up to study the 100 ILO Conventions unratified by Canada and to bring forward proposals to move toward ratification where possible. This is part of the Department's contribution to International Co-operation Year.

After consultation with and agreement by the provinces, the Government of Canada in November 1964 ratified the ILO Convention concerning discrimination in respect of employment and occupation, which was adopted by the General Conference in 1958. In February 1965, Canada also ratified two amendments to the ILO Constitution, one deleting Article 35 of the Constitution concerning dependent territories of a member state, the other including in the Constitution a paragraph empowering the Conference to expel or suspend from membership any members who were expelled or suspended from membership of the United Nations. Following the debate on constitutional amendments at the 1964 Conference dealing with racial discrimination, the Union of South Africa announced its intention to withdraw from membership in the ILO.

ORGANIZATION FOR ECONOMIC CO-OPERATION AND DEVELOPMENT

The Branch continued to develop its co-ordinating work in the Department's sector of OECD* activities, in co-operation with the Economic Division of the Department of External Affairs.

Officers of the Department and, in certain cases, business and labour representatives participated in committee sessions, seminars, working parties, policy reviews and country studies arranged under various OECD programs in the economic planning, manpower development and training fields with which the Department is concerned.†

W. R. Dymond, Assistant Deputy Minister of Labour, was elected chairman of the Manpower and Social Affairs Committee, and J. P. Francis, Director of the Department's Economics and Research Branch, was elected vice-chairman of the Committee on Scientific and Technical Personnel.

A Joint North American Conference on the requirements of automated jobs and their policy implications was sponsored by OECD in Washington in December 1964. Representatives of Canadian governments, industry, labour organizations, universities and research institutions attended, some of them to present papers and lead discussions. One of the hosts was Hon. Allan J. MacEachen, Minister of Labour of Canada.

In a continuation of its series of country studies, OECD sent a team of experts in January 1965 to examine and assess Canadian manpower and employment policies and problems. They interviewed a wide cross-section of federal and provincial government officials, representatives of business and labour organizations, and university and research experts in Eastern Canada.

*A description of OECD is published in Appendix 4 (P. 97).

†Particulars of some of these meetings and activities were published in *The Labour Gazette*.

Their draft report was the subject of a confrontation meeting at the session of the Manpower and Social Affairs Committee in April 1965 at which officials of the Department of Labour were required to answer questions on various aspects of the report, which, in revised form, was scheduled for publication by OECD.

In May 1964, the Council of OECD adopted a Recommendation on active manpower policy as a means of promoting economic growth. Member countries undertook to re-examine their manpower policies, particularly certain measures and programs that the Manpower and Social Affairs Committee considered should normally be part of an active manpower policy. This Recommendation was sent to the federal departments and agencies concerned, to the provinces, and to the major employer and worker organizations for their observations; the Branch correlated material for a Canadian Government reply on this subject. The replies from member countries were scheduled for examination at a later session of the Manpower and Social Affairs Committee.

Other Activities

Within the Department's terms of reference, the International Labour Affairs Branch also looks after a wide range of other matters that have international implications. The Branch advises the Department of External Affairs and other departments on subjects within the scope of this Department that may arise in the United Nations or other Specialized Agencies such as UNESCO, and participates in the co-ordination of Canadian government policy in such areas.

The Branch develops information on labour and employer organizations, industrial relations, and manpower and social questions, both in other countries and on the international level, as background for policy at international meetings and as a basis for policy formulation on related subjects within Canada, and in response to inquiries from various organizations and agencies within Canada. To this end, it maintains communication with labour attachés and with External Affairs officers both in Ottawa and overseas, helps to keep them informed on manpower and social conditions in Canada, and prepares studies and reports as required.

After appropriate consultations, the Branch formulates the Canadian Government's position on technical assistance questions at ILO meetings, and analyzes and assesses ILO programs in this area, as well as related United Nations programs. It also advises on Canadian technical assistance projects in the labour field, whether under ILO or other auspices, and helps to administer programs as required, including occasional training programs for External Aid trainees in the labour field.

In general, any inquiries, reports, resolutions and other documents with international connotations pertaining to the work of the Department of Labour are referred to the Branch. These include queries from government departments and industry about wage rates, trade union organizations and other labour conditions in foreign countries, and similar queries received from foreign countries about conditions in Canada.

ADMINISTRATIVE SERVICES

Accounts Division—The Accounts Division acts as a clearing centre in the processing, for cheque issue, of all accounts from the various departmental branches, including those covering goods and services and claims under federal-provincial cost-sharing agreements. It maintains books of account covering all departmental encumbrances and expenditures, and provides comprehensive financial statements on the costs of programs administered by the Department.

This Division is responsible also for the pre-audit of travel expense claims, which was formerly carried out by the Office of the Comptroller of the Treasury. Because of the expansion of various programs and departmental activity generally, the establishment of this Division has been increased from 8 to 14 positions. During the fiscal year an estimated 9,000 requisitions totalling approximately \$167.3 million were processed through this Division. Comparative statements of expenditures under the various appropriations as well as by objects of expenditure for the year ended March 31, 1965 appear on pages 26 and 27.

Records Division—The Records Division consists of one main registry and four sub-registries. It maintains files and records for the Department, excluding the Annuities Branch. About 25,000 new files were established during the year. Through the regular program of reviewing files, the Division catalogued 20,035 files for storage. Authority was obtained from the Government of Canada Public Records Committee to destroy 32,189 files that had no further reference value.

Equipment, Supplies and Messenger Services Division—This Division is responsible for the procurement, storing, issuing and accounting for all items of printing, stationery, equipment, furniture and furnishings, as well as for the mail and messenger service. During the year it processed 1,384 procurement orders and filled 10,417 requisitions for such items as stationery and supplies.

The value of stationery and supplies on hand at March 31, 1965 was \$60,505.21.

To meet increased demands for stenographic and typing services, manual typewriters have been replaced by electric typewriters where practicable, and a number of dictating and transcribing units have been purchased.

The Division maintains mail and messenger service to all branches of the Department in Ottawa, which are located in seven different buildings. During the year more than 1,626,000 pieces of mail were received from the Post Office and distributed, and more than 2,096,500 pieces of outgoing mail were handled.

**Comparative Statement of Expenditures for 1963-64 and 1964-65
by Object of Expenditure**

<i>Object</i>	<i>Expenditures</i>	
	<i>1963-64</i>	<i>1964-65</i>
Salaries and Wages.....	\$ 3,319,916	\$ 3,799,764
Overtime.....	7,307	11,453
Civilian Allowances.....	26,272	31,772
Professional and Special Services.....	1,066,017	1,129,852
Travelling and Removal Expenses.....	167,312	200,071
Freight, Express and Cartage.....	8,410	12,798
Postage.....	8,123	8,755
Telephones, Telegrams and Other Communication Services.....	62,138	71,539
Publication of Departmental Reports and Other Material	191,074	225,218
Exhibits, Advertising, Films, Broadcasting and Displays	855,182	722,967
Office Stationery, Supplies, Equipment and Furnishings.	174,413	209,896
Repairs and Upkeep of Equipment.....	6	—
Pensions, Superannuations, etc.....	2,176,115	2,297,951
Other Expenditures.....	271,969	511,109
	<hr/>	<hr/>
Total Operating Expenses.....	8,334,254	9,233,145
Contributions, Grants, Subsidies, etc.....	163,991,604	158,044,422
	<hr/>	<hr/>
Total Expenditures.....	\$172,325,858	\$167,277,567
	<hr/>	<hr/>

Library—The Library, set up originally for the use of departmental officials in 1900, has grown to be one of the most complete labour libraries in Canada. It serves as a source of information and as a lending library both for other departments and for employers, unions, students and the general public. There has been a marked increase in the use of the Library by university and college students in Ottawa.

During the year the Library added 2,930 volumes and pamphlets to its collection. Three hundred and sixty-four bibliographies were prepared and revised—an increase of 116 over the number in 1963-64. During the year, two institutions of higher learning purchased complete sets on microfilm of the Library's holdings of Canadian Labour papers.

Mechanical Tabulation Division—This is a punch-card machine installation for processing and tabulating statistical and financial data for all branches of the Department, particularly for Annuities, Economics and Research, Civilian Rehabilitation and Special Services. A number of assignments for the Unemployment Insurance Commission also were handled.

To meet the Department's expanding data processing requirements, consideration is being given to the installation of an electronic computer to replace the conventional equipment now installed. To this end, the Management

Comparative Statement of Expenditures for 1963-64 and 1964-65

Description	Expenditures	
	1963-64	1964-65
Departmental Administration, including grants of \$30,000 to the International Institute of Labour Studies, Geneva, Switzerland; \$10,000 to Frontier College and \$5,000 to the Labour College of Canada; the Minister's salary and motor car allowance; the Development of Special Manpower and Labour-Management Programs and the expenses of the International Labour Conferences.	\$ 1,393,988	\$ 1,636,410
Economics and Research Branch, including research grants and related expenses.	843,194	882,263
Industrial Relations activities including the administration of the Industrial Relations and Disputes Investigation Act, the Canada Fair Employment Practices Act, the Female Employees Equal Pay Act, the Fair Wages and Hours of Labour Act, the Annual Vacations Act, and Regulations, and the promotion of Labour-Management Co-operation.	668,787	749,252
Administration of the Maritime Transportation Unions Trustees Act.	89,056	294,886
Civilian Rehabilitation Branch Administration including the promotion of a program for the employment of the older worker		
Administration.	273,928	182,748
Payments to carry out the purposes of the Vocational Rehabilitation of Disabled Persons Act, and agreements thereunder, including undischarged commitments under previous agreements.	516,906	642,212
Older Worker Employment and Training Incentive Payments.	95,041	876,614
Special Services Branch including the promotion of programs for combatting seasonal unemployment, and the organization and use of workers for farming and related industries		
Administration.	960,648	1,029,879
Farm Labour Payments.	93,602	100,410
Payments to the Provinces under Municipal Winter Works Incentive Program		
1962-63 Program.	26,737,268	—
1963-64 Program.	—	34,159,379
1964-65 Program.	—	8,681,695
Payments under Winter Housebuilding Incentive Program		
1963-64 Program.	87,000	13,744,000
1964-65 Program.	—	2,536,500
Manpower Consultative Service, including payments in accordance with agreements entered into with the approval of the Governor in Council by the Minister of Labour with provinces, employers and workers in respect of labour mobility and assessment incentives.	1,587	78,147
Technical and Vocational Training Assistance		
Administration.	381,785	630,908
Payments to the Provinces.	136,431,967	97,233,888
Annuities Act*		
Administration.	1,142,096	1,176,559
Pension Plan.	17,000	30,500
Administration of the Government Employees Compensation Act.	120,310	121,323
Payments of Compensation respecting Government Employees.	2,471,695	2,489,994
TOTAL EXPENDITURES.	\$172,325,858	\$167,277,567

*Amounts shown do not include disbursements made under the Annuities Act from the Government Annuities Account. These are shown separately in this report under Canadian Government Annuities.

Analysis Division of the Civil Service Commission was requested to undertake a feasibility study.

Personnel Division—The Personnel Division provides services both to branches and to individual employees regarding policy, legislation and regulations. The Division conducts promotional competitions, reviews establishments, and arranges training programs for staff development.

In 1964-65 the establishment of the Department provided for 758 positions, an increase of 16 from the previous year. The increase was necessary to meet the staffing needs for the administration of the new Canada Labour (Standards) Code, expanding activities in the Economics and Research Branch and the Technical and Vocational Training Branch; in addition, a few additional key positions were added to the Administrative Services Branch in order to do the preparatory work for the additional responsibilities that will be associated with the integration of the National Employment Service on April 1, 1965.

At the request of Bureau of Classification Revision of the Civil Service Commission, during the last quarter of the fiscal year a task force of six officers has been undergoing training to prepare for and implement within the Department the new system of classification and pay which is being considered for the federal Civil Service.

Staff strength at March 31, 1965 was 688, an increase of 42 from a year earlier. During the year, 132 persons were appointed to the Department and 90 persons left the Department; of these, 13 retired on superannuation, and 29 moved to other departments.

Transcribing Services—The Stenographic Pool—now divided into two units, one in the Copeland Building and one in the Confederation Building—provides typing and stenographic services for the Department and acts as a training centre for stenographers and typists. The workload includes shorthand and machine dictation, preparation of stencils and multilith plates of the minutes of meetings of departmental committees and federal-provincial conferences; and preparation of statistical tables, brochures, pamphlets and trades analyses for Xerox copy. Forty-two thousand photo copies were made.

TECHNICAL AND VOCATIONAL TRAINING

Many new technical and vocational training institutions, planned by the provinces since the enactment in December 1960 of the Technical and Vocational Training Assistance Act,* were opened and extensions were made to many existing institutions. Numerous other construction projects were nearing completion.

To date, 737 capital projects with an aggregate value of more than \$800 million have been approved for a federal contribution under the cost-sharing program to expand Canada's training facilities. Of the estimated federal share of \$471 million, more than \$350 million had been paid by year-end, of which some \$53 million was paid during the year. One hundred and seventy-eight new projects, calling for a federal contribution of \$41 million, were submitted by the provinces and approved. Federal contributions toward the provincial operating costs of technician training programs were \$10 million compared with \$7 million in the previous year. Aside from the progress made in providing more and better facilities for training technicians, an encouraging development has been the growing recognition accorded by business, government service and society to the institute of technology graduate.

During the year, the Supervisory and Management Training Division was amalgamated with the Small Business Management Division to form the Management Development Division. The purpose of the new Division is to foster training in supervision and management in business, and in primary and secondary industries.

TECHNICAL AND VOCATIONAL TRAINING AGREEMENT

All provinces are parties to the Technical and Vocational Training Agreement which became effective on April 1, 1961 and will expire on March 31, 1967. The present Agreement as amended provides for reimbursement by the federal Government to the provinces at the rates specified for the following programs.

Capital Expenditures Program—Whereas other programs provide for sharing in operating costs, the Capital Expenditures Program provides for federal assistance toward the cost of the facilities—buildings and equipment for all types of technical and vocational training, including apprenticeship. As far as possible, training facilities are developed with a view to their possible use for more than one program.

*A synopsis of the Act is published in Appendix 5 (P. 97).

Many new technical and vocational training institutions, and additions, planned by the provinces since the enactment in December 1960 of the Technical and Vocational Training Assistance Act were opened during the year. Many others were nearing completion.

There was a steady inflow of new requests for federal financial assistance for buildings and equipment during the past year. Approval was given to 178 projects and major additions, which will provide an additional 98,080 student places. This brings to 737 the total of new projects or major additions since the beginning of the agreement in 1961. The total new student places provided as at the end of March was 251,451.

The present Agreements, as amended in 1963, provide for reimbursement by the federal Government to the provinces of 75 per cent of their approved capital expenditure until the federal contribution reaches an amount equal to \$480 for each person in the 15-19 (inclusive) age group residing in the province as determined by the 1961 census; thereafter and until the Agreements expire the rate of federal reimbursement to be 50 per cent except for capital expenditures on facilities for training the unemployed, for which the rate of reimbursement remains at 75 per cent until the Agreements expire.

The provinces claimed \$52,758,300.58 of federal assistance for capital projects during the year: this compares with \$102,000,000 during the previous fiscal year. This reduction is due in part to the fact that Ontario had exceeded the \$480 per student and therefore receives assistance at 50 per cent instead of 75 per cent.

TABLE 1—Capital Expenditures—Payments

Province	Claims Paid 1964-65		
	For Previous Year	For 1964-65	Total Payments
	\$	\$	\$
Newfoundland.....	215,778.61	95,799.64	311,578.25
Prince Edward Island.....	146,073.56	1,950.00	148,023.56
Nova Scotia.....	621,565.69	347,676.77	969,242.46
New Brunswick.....	1,021,945.23	836,255.76	1,858,200.99
Quebec.....	4,302,452.36	18,672,128.90	22,974,581.26
Ontario.....	3,190,569.85	12,949,382.46	16,139,952.31
Manitoba.....	252,398.65	220,343.84	472,742.49
Saskatchewan.....	572,347.95	376,433.48	948,781.43
Alberta.....	259,911.68	4,100,134.74	4,360,046.42
British Columbia.....	618,277.56	3,926,158.67	4,544,436.23
Yukon Territory.....	14,684.36	6,479.57	21,163.93
Northwest Territories.....	—	9,551.25	9,551.25
Totals.....	11,216,005.50	41,542,295.08	52,758,300.58

TABLE 2—Technical and Vocational Training Agreement Capital Projects Approved, April 1, 1961 to March 31, 1965

Province	New School Facilities				Additions, Alterations and Equipment— Existing Schools				Student Places	Total Estimated Cost	Estimated Federal Contribution
	Inst. Tech. ¹	Trade School	Voc. H.S. ²	Inst. Tech. ¹	Trade School	Voc. H.S. ²	Minor less than \$10,000				
Newfoundland.....	1	12	—	—	1	—	1	\$	3,570	28,406,993	20,974,258
Prince Edward Island.....	—	1	1	1	—	—	6	\$	1,380	3,566,623	2,674,968
Nova Scotia.....	1	1	5	—	7	1	1	\$	2,838	10,735,766	8,051,824
New Brunswick.....	2	4	—	—	2	1	27	\$	2,645	10,137,794	6,814,124
Quebec.....	6	26	64	14	53	—	7	\$	55,573	150,814,488	91,652,820
Ontario.....	2	9	230	5	10	55	22	\$	140,458	454,254,802	241,835,625
Manitoba.....	1	—	—	—	4	10	42	\$	2,440	7,805,702	5,468,889
Saskatchewan.....	1	—	4	1	—	4	—	\$	3,804	17,506,701	8,630,436
Alberta.....	2	1	35	1	4	9	4	\$	25,975	81,395,675	61,046,724
British Columbia.....	1	5	14	—	3	7	3	\$	12,594	34,666,591	23,398,619
Yukon Territory.....	—	1	—	—	—	—	1	\$	144	926,562	692,431
Northwest Territories.....	—	—	—	—	1	—	—	\$	30	869,750	136,519
Totals.....	17	60	353	21	85	87	114	\$	251,451	801,087,447	471,377,237

¹All the Institutes of Technology listed will offer Trade Training Courses with the exception of Institutes in Ontario, the British Columbia Institute of Technology and 6 of the Institutes in Quebec.

²This category includes Technical Secondary Schools and vocational departments in Composite High Schools.

Program 1—Vocational High School Training—Provides support for high school courses in which at least half of the school time is devoted to technical, commercial or other vocational subjects. The courses must be designed to prepare students for entry into employment or for further vocational or technical training. Under this program the provinces and territories share an annual allotment of \$3 million in proportion to the numbers in the age group 15 to 19 years residing in the province or territory. In no case does this assistance exceed 50 per cent of the provincial costs of the programs, nor can any part of this money be used for capital expenditures.

TABLE 3—Vocational High School Training, Program 1—Payments

Province	Annual Federal Allotment	Claims paid during 1964-65		
		For Previous Year	For 1964-65	Total Payments
	\$	\$	\$	\$
Newfoundland.....	111,300.00	—	—	—
Prince Edward Island.....	46,700.00	—	46,700.00	46,700.00
Nova Scotia.....	150,000.00	74.75	150,000.00	150,074.75
New Brunswick.....	130,000.00	130,000.00	130,000.00	260,000.00
Quebec.....	897,000.00	897,000.00	897,000.00	1,794,000.00
Ontario.....	841,000.00	—	537,951.81	537,951.81
Manitoba.....	161,500.00	—	161,500.00	161,500.00
Saskatchewan.....	165,500.00	—	165,500.00	165,500.00
Alberta.....	213,500.00	—	213,500.00	213,500.00
British Columbia.....	239,000.00	—	239,000.00	239,000.00
Yukon Territory.....	21,400.00	—	6,773.44	6,773.44
Northwest Territories.....	23,100.00	—	—	—
Totals.....	3,000,000.00	1,027,074.75	2,547,925.25	3,575,000.00

TABLE 4—Vocational High School Training, Program 1—Enrolments

Province	1964-65	Province	1964-65
Newfoundland.....	458	Manitoba.....	5,130
Prince Edward Island.....	528	Saskatchewan.....	7,825
Nova Scotia.....	1,976	Alberta.....	13,479
New Brunswick.....	6,697	British Columbia.....	14,321
Quebec.....	*	Yukon Territory.....	77
Ontario.....	149,836	Northwest Territories.....	—
		Total.....	200,327

*Enrolments not reported.

Program 2—Technician Training—In 1964-65, federal contributions of 50 per cent toward provincial operating costs of technician training programs at the post-secondary school level were \$10,238,560, compared with \$7,064,083 in 1963-64. The full-time student enrolment reported by the provinces was 19,610, compared with 13,887 the previous year.

The purpose of this program is to assist the provinces in alleviating an acute and persistent shortage of technically trained persons at the post-secondary school level. The majority of them should be capable of assisting professional engineers and scientists by undertaking many of the important but time-consuming tasks that are associated with their work.

There are 40 institutions across Canada providing technician training. Twenty-one of these institutions are in Quebec, seven are in Ontario and two in each of the other provinces, except Manitoba and British Columbia, with one each, and Prince Edward Island, which has none. Although enrolments in technician training are steadily increasing, opportunities for employment in these fields far exceed the number of graduates.

Aside from the progress made in providing more and better facilities for training technicians, an encouraging development has been the growing recognition accorded by business, industry, government services and society to the institute of technology graduate.

Agreement on the designations for graduation from institutes of technology in Canada (Diploma of Technology—*Diplôme d'Etudes Techniques*, and Diploma of Applied Arts—*Diplôme des Arts Appliqués*) was reached during the year.

TABLE 5—Technician Training, Program 2—Payments

Province	Claims Paid 1964-65		
	For Previous Year	For 1964-65	Total Payments
	\$	\$	\$
Newfoundland.....	—	10,701.31	10,701.31
Prince Edward Island*.....	—	—	—
Nova Scotia.....	2,104.40	16,789.14	18,893.54
New Brunswick.....	74,607.07	55,606.11	130,213.18
Quebec.....	976,976.05	6,473,177.80	7,450,153.85
Ontario.....	375,561.98	766,745.16	1,142,307.14
Manitoba.....	18,100.42	115,528.57	133,628.99
Saskatchewan.....	7,461.17	275,837.35	283,298.52
Alberta.....	14,088.75	546,044.65	560,133.40
British Columbia.....	16,289.22	488,568.69	504,857.91
Yukon Territory*.....	—	—	—
Northwest Territories.....	418.44	3,954.00	4,372.44
Totals.....	1,485,607.50	8,752,952.78	10,238,560.28

*Program not in operation.

TABLE 6—Technician Training, Program 2—Enrolments, School Year 1964-65

Course	Nfld.	P.E.I.	N.S.	N.B.	Que.	Ont.	Man.	Sask.	Alta.	B.C.	Total
Accountancy.....	—	—	—	48	—	—	—	46	—	—	94
Aeronautics.....	—	—	—	—	160	—	—	—	—	—	160
Aeronautical Engineering Technology.....	—	—	—	—	—	—	—	—	59	—	59
Aeronautical Technology.....	—	—	—	—	—	22	—	—	—	—	22
Agricultural Technology.....	—	—	—	—	188	—	—	—	—	—	188
Aircraft Maintenance Technology.....	—	—	—	—	—	—	—	—	44	—	44
Architectural Technology.....	16	—	—	40	—	228	—	49	89	—	422
Automotive Technology.....	—	—	—	—	756	—	—	—	—	—	756
Automotive Service Technology.....	—	—	—	—	—	—	—	—	55	—	55
Biochemical Technology.....	—	—	—	—	—	22	—	—	—	—	22
Business Administration.....	43	—	—	34	—	1,221	100	39	80	62	1,579
Chemistry and Dyeing.....	—	—	—	—	73	—	—	—	—	—	73
Chemical Technology.....	—	—	—	—	—	317	—	—	194	29	540
Civil Technology.....	19	—	—	8	—	247	69	64	51	31	489
Commercial Art, Fine Arts, Crafts and Ceramics.....	—	—	—	—	1,647	—	—	—	202	—	1,849
Commercial Cooking.....	—	—	—	—	—	—	—	—	—	21	21
Construction Technology.....	—	—	—	10	25	58	—	—	40	27	160
Dental Technology.....	—	—	—	—	—	—	—	—	25	—	25
Diesel.....	—	—	—	—	80	—	—	—	—	—	80
Dietary Service Technician.....	—	—	—	—	—	—	—	—	15	—	15
Distributive Technology.....	—	—	—	—	—	—	—	—	25	—	25
Drafting Technology.....	—	—	—	—	24	17	—	22	95	—	158
Electrical Technology.....	26	—	18	24	1,653	71	35	42	42	60	1,971
Electronic Technology.....	33	—	25	60	1,365	691	104	49	335	—	2,662
Engineering Technology.....	—	—	—	—	—	76	—	—	—	21	97
Exploration Technology.....	—	—	—	—	—	—	—	—	22	—	22
Forest Technology.....	—	—	—	—	—	61	—	—	28	64	153
Foundry.....	—	—	—	—	18	—	—	—	—	—	18
Furniture and Interior Design.....	—	—	—	—	338	68	—	—	—	—	406
Gas Technology.....	—	—	—	—	—	14	—	—	33	13	60
Graphic Arts.....	—	—	—	—	264	—	—	—	—	25	289
Heavy Duty Equipment Technology.....	—	—	—	—	11	—	—	—	32	—	43
Home Economics (Fashion).....	—	—	—	—	—	—	—	—	—	—	*
Home Economics (Food Admin.).....	—	—	—	—	—	235*	—	27	—	—	262*
Home Economics (Pre-School).....	—	—	—	—	—	—	—	—	—	—	*
Hotel Resort and Restaurant Administration.....	—	—	—	—	—	78	—	—	—	30	108
Industrial Production Technology.....	—	—	—	—	8	—	—	—	25	—	33
Industrial Chemistry.....	—	—	—	—	541	—	—	—	—	—	541
Industrial Electrical Technology.....	—	—	—	—	—	—	—	—	38	—	38
Industrial Laboratory Technology.....	—	—	—	—	—	—	—	—	103	—	103
Instrument Technology.....	—	—	—	7	89	16	—	—	39	30	181
Interior Decorating.....	—	—	—	—	4	—	—	—	—	—	4
Iron Work.....	—	—	—	—	1	—	—	—	—	—	1
Journalism.....	—	—	—	—	—	137	—	—	—	—	137
Land Surveying Technology.....	24	—	27	—	—	—	—	—	46	30	127
Machine Shop.....	—	—	—	—	1,251	—	—	—	—	—	1,251
Marine Electronics.....	—	—	—	10	—	—	—	—	—	—	10
Marine Engineering.....	—	—	—	—	26	—	—	—	—	—	26
Materials Technology.....	—	—	—	—	—	—	—	—	33	—	33
Mechanical Engineering Technology.....	—	—	—	—	—	—	—	47	—	—	47
Mechanical Technology.....	11	—	13	26	—	1,151*	52	—	24	42	1,319
Medical and Laboratory Technology.....	9	—	—	—	—	51	89	—	—	—	149

*Not differentiated in first year of course.

TABLE 6—Technician Training, Program 2—Enrolments, School Year 1964-65 (Concluded)

<i>Course</i>	<i>Nfld.</i>	<i>P.E.I.</i>	<i>N.S.</i>	<i>N.B.</i>	<i>Que.</i>	<i>Ont.</i>	<i>Man.</i>	<i>Sask.</i>	<i>Alta.</i>	<i>B.C.</i>	<i>Total</i>
Merchandising Admin....	—	—	—	—	—	92	—	3	87	—	182
Metallurgical Technology	—	—	—	—	73	46	—	—	—	—	119
Mining Technology.....	—	—	—	—	41	126	—	—	—	12	179
Navigation.....	—	—	—	—	34	—	—	—	—	—	34
Paper Making.....	—	—	—	—	160	—	—	—	—	—	160
Pattern Making.....	—	—	—	—	37	—	—	—	—	—	37
Petroleum Technology..	—	—	—	—	—	—	—	—	68	—	68
Photographic Arts and Technology.....	—	—	—	—	—	64	—	—	48	—	112
Plumbing and Heating..	—	—	—	—	65	—	—	—	—	—	65
Power Plant Engineering	—	—	—	—	—	—	—	—	27	—	27
Printing Management....	—	—	—	—	—	59	—	—	—	—	59
Radio and T.V. Arts....	—	—	—	—	—	149	—	—	—	32	181
Refrigeration and Air Conditioning.....	—	—	—	—	131	—	—	—	58	—	189
Resources Management.	—	—	—	—	—	—	—	49	—	—	49
Secretarial Science.....	—	—	—	—	—	165	38	28	6	—	237
Sheet Metal.....	—	—	—	—	91	—	—	—	—	—	91
Structural Steel Technology.....	—	—	—	3	—	—	—	—	—	—	3
Textile Technology.....	—	—	—	—	63	38	—	—	—	—	101
Telecommunications....	—	—	—	—	48	—	—	—	—	—	48
Thermal Power Technology.....	—	—	—	—	4	—	—	—	—	—	4
Water Purification.....	—	—	—	—	26	—	—	—	—	—	26
Welding.....	—	—	—	—	157	—	—	—	—	—	157
Welfare Services.....	—	—	—	—	—	25	—	—	—	—	25
Wireless Tele- communication.....	—	—	—	—	23	—	—	—	—	—	23
Woodworking.....	—	—	—	—	429	—	—	—	—	—	429
X-Ray Technology.....	—	—	—	—	—	—	30	—	48	—	78
Totals.....	181	—	83	270	9,904	5,545	517	465	2,116	529	19,610

TABLE 7—Assistance to Trainees under Technician Training Program, Program 2

<i>Province</i>	<i>Amount Shareable by Federal* Government</i>	<i>Number of Shareable Awards</i>		
		<i>Men</i>	<i>Women</i>	<i>Total</i>
	\$			
Newfoundland.....	—	—	—	—
Prince Edward Island.....	—	—	—	—
Nova Scotia.....	—	—	—	—
New Brunswick.....	1,500	3	—	3
Quebec.....	828,990	—	41	3,425
Ontario.....	82,230	349	6	390
Manitoba.....	7,175	37	—	43
Saskatchewan.....	—	—	—	—
Alberta.....	45,132	187	14	201
British Columbia.....	—	—	—	—
Yukon Territory.....	—	—	—	—
Northwest Territories.....	23,950	16	—	16
Totals.....	988,977	592	61	4,078

*Federal contributions in respect of awards under Program 2 are reflected in payments to the provinces as shown in Table 5.

Program 3—Trade and Occupational Training—Is the basic program for the provision of pre-employment courses for persons who are over the compulsory school attendance age or have left the regular secondary schools. About 36,000 persons have been enrolled in these full-time courses, which vary in length from three to ten months or more.

TABLE 8—Trade and Occupational Training, Program 3—Payments*

Province	Claims Paid 1964-65		
	For Previous Year	For 1964-65	Total Payments
	\$	\$	\$
Newfoundland.....	—	357,314.88	357,314.88
Prince Edward Island.....	25,222.37	76,157.73	101,380.10
Nova Scotia.....	19,746.90	422,043.15	441,790.05
New Brunswick.....	700,365.87	669,603.78	1,369,969.65
Quebec.....	866,856.32	4,998,907.55	5,865,763.87
Ontario.....	226,218.31	1,147,273.42	1,379,191.73
Manitoba.....	—	288,431.26	288,431.26
Saskatchewan.....	13,689.36	677,952.50	691,641.86
Alberta.....	—	2,278,435.57	2,278,435.57
British Columbia.....	—	1,151,580.99	1,151,580.99
Yukon Territory.....	1,084.01	72,277.46	73,361.47
Northwest Territories.....	27,819.33	7,208.49	35,027.82
Totals.....	1,181,702.47	12,517,186.78	14,398,889.25

*Includes payments for classroom training of apprentices which was included with the apprenticeship program in previous reports.

TABLE 9—Trade and Occupational Training, Program 3—Enrolments*

Province	In Training	April 1, 1964	Total
	March 31, 1964	to March 31, 1965	Enrolments
Newfoundland.....	984	2,540	3,524
Prince Edward Island.....	51	238	289
Nova Scotia.....	605	1,079	1,684
New Brunswick.....	1,765	3,184	4,949
Quebec.....	2,262	11,928	14,190
Ontario.....	1,274	4,198	5,472
Manitoba.....	196	3,109	3,305
Saskatchewan.....	439	3,768	4,207
Alberta.....	1,714	7,115	8,829
British Columbia.....	2,100	8,547	10,647
Yukon Territory.....	40	79	119
Northwest Territories.....	40	107	147
Totals.....	11,470	45,892	57,362

*Includes classroom training of apprentices.

A number of upgrading and retraining courses are also offered among the full-time Program 3 courses, but a substantial amount of this training is carried on in the part-time evening programs because the participants are usually employed. Although complete statistics are not yet available, the growing popularity of part-time (evening) programs is illustrated by the British Columbia experience in which 8,400 students attend full-time day courses under Program 3 and more than 18,400 are enrolled in part-time vocational courses for adults. Approximately 22,000 apprentices attended full-time classes on a block release basis as part of their apprenticeship program.

The federal Government contributes 50 per cent of approved provincial expenditures under this program.

Program 4—Training in Co-operation with Industry—Is designed principally to provide for federal participation in provincial contributions to training programs operated by and within industry. The federal Government contributes 50 per cent of provincial costs except in the following three types of programs, where the federal contribution is 75 per cent:

1. Basic training in mathematics, science and communication skills for employed workers.
2. Industrial apprenticeship.
3. Retraining of employees who would otherwise be displaced because of technological or other industrial changes.

Until very recently, most provinces had not appointed a staff for the promotion and development of the program. Thirty-seven projects were approved during the past year, compared with 25 in 1963-64. Since the Deputy

TABLE 10—Training in Co-operation with Industry, Program 4—Payments

Province	Claims Paid 1964-65		
	For Previous Year	For 1964-65	Total Payments
	\$	\$	\$
Newfoundland.....	—	—	—
Prince Edward Island.....	—	—	—
Nova Scotia.....	270.05	15,609.60	15,879.65
New Brunswick.....	6,066.96	—	6,066.96
Quebec.....	2,020.85	278,401.42	280,422.27
Ontario.....	1,260.08	—	1,260.08
Manitoba.....	—	4,150.13	4,150.13
Saskatchewan.....	—	3,849.92	3,849.92
Alberta.....	—	3,921.21	3,921.21
British Columbia.....	—	13,524.23	13,524.23
Yukon Territory.....	—	—	—
Northwest Territories.....	—	—	—
Totals.....	9,617.94	319,456.51	329,074.45

TABLE 11—Training in Co-operation with Industry, Program 4—Enrolments

Province	April 1, 1964 to March 31, 1965			
	Technical Training in Industry	Supervisory Training	Small Business Management	Total Enrolments
Newfoundland.....	21	—	—	21
Prince Edward Island.....	—	—	36	36
Nova Scotia.....	—	—	406	406
New Brunswick.....	225	—	138	363
Quebec.....	1,303	188	240	1,731
Ontario.....	356	184	2,127	2,667
Manitoba.....	—	109	451	560
Saskatchewan.....	—	24	391	415
Alberta.....	—	290	584	874
British Columbia.....	—	66	1,912	1,978
Yukon Territory.....	—	—	} 148 }	} 148 }
Northwest Territories.....	—	—		
Totals.....	1,905	861	6,433	9,199

Ministers of Education and Labour met in Ottawa on January 14 and 15, 1965, however, there has been some evidence that considerably more attention will be paid to its development in the near future. The documentation of suggested guidelines for governments' involvement in industrial training was discussed at this meeting and the evolving policy relating to governments' role has helped to increase provincial and industrial activity.

The Technical and Vocational Training Branch has taken a number of steps during the year that will allow for more direct assistance to industry and the provinces than was available previously, i.e., resource lists have been assembled and information gathered relating to the sources of training aids and materials. A start has also been made on the preparation of package training programs for use in industrial programs in trades such as that of the machinist, where there are known manpower shortages. A trainers' manual is also being prepared for use in organizing and administering company training programs.

The Supervisory and Management Training Division has been amalgamated with the Small Business Management Division to form the Management Development Division. The purpose of the Division is to foster training in supervision and management in business and in primary and secondary industries.

The federal Government contribution is 50 per cent of provincial expenditures.

To achieve the new Division's objective, training materials have been prepared for the use of local business and professional men in teaching management and supervision in their own communities. Local companies and business associations assume responsibility for sponsoring the courses. The

program is managed by provincial supervisors of management development, who are responsible for recruiting and training instructors and for encouraging and assisting associations and companies in sponsoring courses.

Supervisory training program courses were conducted in two provinces; enrolment was approximately 900. Several committees were appointed to prepare new courses for the program that will take into account economic, technological and human factors which have altered the supervisor's job in recent years.

The Small Business Management Training Program courses were conducted 325 times in nine provinces and the Northwest Territories, a significant increase over the 98 courses conducted the previous year. Subjects covered by the courses in this program include: marketing, accounting, and purchasing. Other courses are in preparation.

Program 5—Training of the Unemployed—To this program the federal Government contributed 75 per cent of provincial training costs and 90 per cent of living allowances paid to unemployed persons while under training.

Training, upgrading and retraining for unemployed persons accounted for the largest group of adults trained during the year. Preliminary statistics indicate that about 60,000 have been enrolled in a wide variety of courses, compared with 49,000 in 1963-64. The growth in this program has taken place despite the fact that the rate of unemployment in Canada has decreased during the period and despite the amendment to the Technical and Vocational Training Agreement which requires youths under 20 years of age to have been out of the regular school system for not less than one year. It is expected that these youths would take their pre-employment training under Program 3, whereas

TABLE 12—Training for the Unemployed, Program 5—Payments

Province	Claims Paid 1964-65		
	For Previous Year	For 1964-65	Total Payments
	\$	\$	\$
Newfoundland.....	—	98,003.81	98,003.81
Prince Edward Island.....	1,843.00	116,525.62	118,369.06
Nova Scotia.....	11,453.44	617,997.11	629,450.43
New Brunswick.....	207,674.59	—	207,674.59
Quebec.....	380,810.32	1,481,334.73	1,862,145.05
Ontario.....	1,819,669.32	6,133,526.17	7,953,195.49
Manitoba.....	9,609.39	656,338.99	665,948.38
Saskatchewan.....	63,588.03	235,846.28	299,434.31
Alberta.....	54,767.89	566,304.67	621,072.56
British Columbia.....	—	1,044,453.25	1,044,453.25
Yukon Territory.....	28,615.46	53,576.26	82,191.72
Northwest Territories.....	4,298.65	13,762.70	18,061.35
Totals.....	2,582,330.41	11,017,669.59	13,600,000.00

TABLE 13—Training for the Unemployed, Program 5—Enrolments

<i>Province</i>	<i>In Training March 31, 1964</i>	<i>April 1, 1964 to March 31, 1965</i>	<i>Total Enrolments</i>
Newfoundland.....	452	762	1,214
Prince Edward Island.....	185	165	350
Nova Scotia.....	343	881	1,224
New Brunswick.....	799	350	1,149
Quebec.....	3,386	11,872	15,258
Ontario.....	6,563	23,136	29,699
Manitoba.....	1,348	2,193	3,541
Saskatchewan.....	290	1,136	1,426
Alberta.....	763	1,438	2,201
British Columbia.....	1,040	2,574	3,614
Yukon Territory.....	—	130	130
Northwest Territories.....	—	15	15
Totals.....	15,169	44,652	59,821

Program 5 is utilized to retrain and upgrade those who have been a part of the labour force and lost their employment.

As the provinces penetrate farther into the pool of unemployed, they are attempting to do more for the so-called "hard core". It is agreed that the most serious problem among the chronically unemployed is a lack of basic education and there is now considerably more emphasis on the upgrading of such basic "academic" skills as mathematics, science and language, so that the trainees may, in turn, profit from specific vocational training. The province of Quebec inaugurated a dramatic program in the Gaspé peninsula, where in the last three months of the fiscal year, 6,300 individuals were involved in this upgrading of basic education.

The Department's Economics and Research Branch has started a comprehensive study of the unemployed and of this training program. It is expected that the information derived will be most useful in the improvement of this program so that it will come closer to meeting the needs of the unemployed.

The recent establishment in Toronto of a Counselling and Guidance Centre under this program is proving to be an interesting experiment. The Centre should demonstrate new methods of handling the problems affecting the unemployed, of which the need for training is only one.

Program 6—Training of the Disabled—Provides for the technical or vocational training or retraining of persons who are at a disadvantage because of a disability that affects their opportunities for employment.

During the year, 4,000 persons were enrolled under this program, to which the federal Government contributes 50 per cent of provincial expenditures. Individuals requiring such training are screened by provincial selection committees and enrolled in courses offered by provincial, municipal or private schools. An increasing number are being trained on the job where, for a

TABLE 14—Training of Disabled Persons, Program 6—Payments

Province	Claims Paid 1964-65		
	For Previous Year	For 1964-65	Total Payments
	\$	\$	\$
Newfoundland.....	—	9,179.36	9,179.36
Prince Edward Island.....	3,358.16	2,445.03	5,803.19
Nova Scotia.....	—	101,203.18	101,203.18
New Brunswick.....	29,952.45	9,672.17	39,624.62
Quebec.....	31,726.22	57,905.32	89,631.54
Ontario.....	—	248,660.16	248,660.16
Manitoba.....	—	73,065.62	73,065.62
Saskatchewan.....	689.82	56,676.26	57,336.08
Alberta.....	—	3,534.98	3,534.98
British Columbia.....	—	26,930.97	26,930.97
Yukon Territory.....	—	—	—
Northwest Territories.....	—	—	—
Totals.....	65,726.65	589,273.05	645,999.70

limited period, government reimburses the employer for up to 50 per cent of the trainee's wages.

Increased attention is being given to those who have suffered from mental disease. Such training, however, must still have definite occupational objectives as distinct from training required for the assessment or treatment of an individual.

TABLE 15—Training of Disabled Persons, Program 6—Enrolments

Province	In Training March 31, 1964	April 1, 1964 to March 31, 1965	Total Enrolments
Newfoundland.....	73	105	178
Prince Edward Island.....	5	1	6
Nova Scotia.....	107	165	272
New Brunswick.....	75	77	152
Quebec.....	437	689	1,126
Ontario.....	411	720	1,131
Manitoba.....	165	562	727
Saskatchewan.....	85	152	237
Alberta.....	9	7	16
British Columbia.....	31	105	136
Yukon Territory.....	—	—	—
Northwest Territories.....	—	—	—
Totals.....	1,398	2,583	3,981

Program 7—Training of Vocational Teachers, Supervisors and Administrators—The federal Government contributes 50 per cent to this program (amounting to \$615,000) toward provincial operating costs for the training of occupationally competent persons as teachers, supervisors and administrators. This includes approximately \$250,000 in assistance to trainees, which is shareable on the same basis. A new centre was opened in Montreal in

TABLE 16—Technical and Vocational Teacher Training, Program 7—Payments

Province	Claims Paid 1964-65		
	For Previous Year	For 1964-65	Total Payments
	\$	\$	\$
Newfoundland.....	—	—	—
Prince Edward Island.....	—	102.00	102.00
Nova Scotia.....	—	2,734.62	2,734.62
New Brunswick.....	32,297.75	24,630.71	56,928.46
Quebec.....	147,663.50	150,560.64	298,224.14
Ontario.....	—	33,942.90	33,942.90
Manitoba.....	—	17,093.08	17,093.08
Saskatchewan.....	—	89.47	89.47
Alberta.....	1,050.00	172,605.37	173,655.37
British Columbia.....	—	22,583.62	22,583.62
Yukon Territory.....	—	9,255.75	9,255.75
Northwest Territories.....	—	—	—
Totals.....	181,011.25	433,598.16	614,609.41

TABLE 17—Technical and Vocational Teacher Training, Program 7—Enrolments

Province	Full-time Training Courses	Summer Training Courses	Totals
Newfoundland.....	—	137	137
Prince Edward Island.....	—	29	29
Nova Scotia.....	1	29	30
New Brunswick.....	76	186	262
Quebec.....	282	276	558
Ontario.....	219	1,195	1,414
Manitoba.....	26	159	185
Saskatchewan.....	—	69*	69
Alberta.....	84	150	234
British Columbia.....	51	81	132
Yukon Territory.....	—	11	11
Northwest Territories.....	2	—	2
Totals.....	741	2,322	3,063

*Estimated.

TABLE 18—Assistance to Trainees under Training Program for Technical and Vocational Teachers, Program 7—School Year 1964-65

Province	Amount Shareable by Federal Government*	Number of Shareable Awards					
		Inst. of Tech.	Trade Teachers	Voc. High	Super-visors	Admin.	Total
	\$						
Newfoundland.....	31,800	10	183	—	9	10	212
Prince Edward Island....	—	—	—	—	—	—	—
Nova Scotia.....	9,257	3	11	18	1	11	44
New Brunswick.....	—	—	—	—	—	—	—
Quebec.....	134,192	—	—	—	—	—	630
Ontario.....	—	—	—	—	—	—	—
Manitoba.....	5,700	4	9	22	3	—	38
Saskatchewan.....	—	—	—	—	—	—	—
Alberta.....	49,024	—	—	21	—	—	21
British Columbia.....	—	—	—	—	—	—	—
Yukon Territory.....	—	—	—	—	—	—	—
Northwest Territories....	4,092	—	—	2	—	—	2
Totals.....	234,065	17	203	63	13	21	947

*Federal contributions in respect of awards under Program 7 are reflected in payments to provinces as shown in Table 16.

which 56 persons were enrolled. This program is designed to train instructors for institutes of technology.

Nearly 750 students were enrolled in the full-time teacher training during the past year. About half of this number took courses offered under the Technical and Vocational Training Assistance Act. In addition, more than 2,300 participated in summer training programs in 1964.

The number of full-time technical and vocational staff exceeds 7,100, whereas in 1961, at the beginning of the present agreement, the number was only 4,241. The greatest increase occurred at the vocational high school level, where the number of teachers has more than doubled.

It is heartening to point out that the training of technical and vocational teachers has risen and is still rising to meet the new challenges being thrust upon it. Evidence of this awareness can be seen in plans for (a) training courses for instructors in industry, (b) expansion of facilities and additions of new centres for teacher training, (c) summer programs designed specifically for supervisory and administrative staff and (d) updating those presently teaching.

Program 8—Training for Federal Government Departments—

Under this program the provinces have agreed to provide any training requested by the Minister for employees of the federal Government or for persons in employment related to the activity of any federal Department or Agency. Depending upon the nature of the training requested, the federal Government will reimburse the province up to 100 per cent of its expenditures.

The bulk of the training carried on under this program prepares marine engineers and other ships' officers for certificates of competence required by

TABLE 19—Training for Federal Departments and Agencies, Program 8—
Payments

Province	Claims Paid 1964-65		
	For Previous Year	For 1964-65	Total Payments
	\$	\$	\$
Newfoundland.....	—	1,800.00	1,800.00
Prince Edward Island.....	—	—	—
Nova Scotia.....	366.58	25,608.77	25,975.35
New Brunswick.....	—	—	—
Quebec.....	31,500.00	2,646.47	34,146.47
Ontario.....	—	—	—
Manitoba.....	—	—	—
Saskatchewan.....	—	—	—
Alberta.....	—	—	—
British Columbia.....	—	—	—
Yukon Territory.....	—	—	—
Northwest Territories.....	—	—	—
Totals.....	31,866.58	30,055.24	61,921.82

TABLE 20—Training for Federal Departments and Agencies, Program 8—
Enrolments

Province	In Training March 31, 1964	April 1, 1964 to March 31, 1965	Total Enrolments
Newfoundland.....	17	135	152
Prince Edward Island.....	—	—	—
Nova Scotia.....	420	177	597
New Brunswick.....	—	—	—
Quebec.....	17	454	471
Ontario.....	—	225	225
Manitoba.....	—	—	—
Saskatchewan.....	—	—	—
Alberta.....	—	—	—
British Columbia.....	—	—	—
Yukon Territory.....	—	—	—
Northwest Territories.....	1	—	1
Totals.....	455	991	1,446

the marine legislation and regulations administered by the Department of Transport. A considerable improvement in the navigation training has been brought about by the installation of radar simulators in all of the schools.

Special short courses for the Department of Transport certification of seaway pilots as "Radar Observers" were operated during the winter in both

Quebec and Ontario. About 100 river pilots took this special course in Quebec City alone.

Ontario is making plans for inaugurating a four-year co-operative program with the marine industry that will have many of the attributes of a school-centred apprenticeship, during which half of the students' time will be spent afloat.

Program 9—Student Aid—Candidates for financial assistance are selected by committees in each province on the basis of scholastic ability and financial need. The aid is given to university students in degree-granting courses other than theology and to nurses-in-training on approved courses for professional nurses. Assistance may be by way of a loan or an outright grant; the federal Government contributes 50 per cent up to a specified maximum for each province.

The maximum paid to a university student is \$1,000 per annum; to nurses-in-training, \$200 per annum. Since the amount of the grant is fixed, and the demand is heavy, individual allowances are usually less than the maximum amount.

In addition to the university student-aid program, where the federal expenditure is limited to a quota of \$319,000 a year for all provinces, assistance is provided on a 50-per-cent basis under Program 2 to students training as Technicians and under Program 7 to Technical and Vocational teachers-in-training.

During the year, almost 25,000 students were awarded outright grants or loans or a combination of both, bringing to 104,000 the number of students receiving aid since the beginning of the program.

TABLE 21—Student Aid, Program 9—Allotments and Payments

Province	Federal Allotment	Claims Paid 1964-65		
		For Previous Year	For 1964-65	Total Payments
	\$	\$	\$	\$
Newfoundland.....	8,000.00	—	—	—
Prince Edward Island.....	5,500.00	—	—	—
Nova Scotia.....	10,000.00	—	—	—
New Brunswick.....	15,000.00	10,000.00	—	10,000.00
Quebec.....	100,000.00	—	100,000.00	100,000.00
Ontario.....	100,000.00	—	100,000.00	100,000.00
Manitoba.....	7,500.00	—	7,500.00	7,500.00
Saskatchewan.....	30,000.00	—	30,000.00	30,000.00
Alberta.....	10,000.00	—	10,000.00	10,000.00
British Columbia.....	30,000.00	—	30,000.00	30,000.00
Yukon Territory.....	600.00	—	250.00	250.00
Northwest Territories.....	3,000.00	—	3,000.00	3,000.00
Totals.....	319,600.00	10,000.00	280,750.00	290,750.00

DEPARTMENT OF LABOUR

TABLE 22—Student Aid, Program 9—Awards by Province and Faculty, 1964-65

Province	Agriculture	Applied Science Engineering	Architecture	Arts	Arts and Science	Commerce Business Administration	Dentistry	Education	Forestry	Home Economics	Law	Medicine	Music	Nursing	Pharmacy	Physical Educ.	Rehabilitation Medicine	Science	Veterinary	Miscellaneous	University Students		Nurses in Training	Totals
																					Men	Women		
Newfoundland.....	—	—	—	—	—	—	—	30	—	—	—	—	—	—	—	—	—	—	—	—	13	17	—	30
Prince Edward Island.....	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Nova Scotia.....	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
New Brunswick.....	—	4	—	3	3	3	—	8	—	1	1	1	1	—	—	—	—	5	—	2	26	6	—	32
Quebec.....	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	17,936	17,936*	—	3,345	21,281
Ontario.....	—	250	24	—	13	—	—	—	10	—	35	—	—	17	46	24	—	—	—	342	579	182	390	1,151
Manitoba.....	1	5	—	9	—	2	—	—	—	1	—	—	1	—	—	1	—	6	—	3	17	12	20	49
Saskatchewan.....	2	21	—	66	—	5	4	17	—	5	1	—	—	6	5	—	1	—	—	1	65	69	—	134
Alberta.....	—	6	1	—	18	3	1	38	—	1	2	3	—	1	4	2	—	—	—	1	42	39	—	81
British Columbia.....	19	131	6	557	—	57	36	462	24	4	49	112	12	45	26	5	9	314	8	8	1,066	818	40	1,924
Yukon Territory.....	*	3	—	6	—	4	—	2	—	—	—	—	—	—	—	—	—	—	—	—	2	—	—	2
Northwest Territories.....	—	3	—	6	—	4	—	4	—	—	—	—	—	—	—	—	—	8	—	—	17	8	—	25
Totals.....	22	420	31	641	34	74	41	561	34	12	88	116	14	69	81	32	10	333	8	18,293	19,763	1,151	3,795	24,709

*Include women, breakdown not available by faculty and sex.

Technical and Vocational Correspondence Courses—The federal Government shares equally with the provinces the cost of preparing, revising, printing and servicing provincial technical and vocational correspondence courses recommended by an interprovincial committee, provided the province receiving assistance makes its correspondence courses available to residents of any province at the price charged to its own residents. The federal contribution to the cost of operating correspondence courses in 1965 was \$291,000.

APPRENTICESHIP TRAINING AGREEMENT

The new Apprenticeship Training Agreement, which provides for federal participation in the administration and supervision of apprenticeship programs, became effective on April 1, 1964 and will terminate March 31, 1967. All provinces, except Quebec and the Northwest Territories, have signed this Agreement. At the end of the year 26,700 apprentices were registered in the programs, a little more than double the number under training 10 years ago.

Federal assistance in the training of apprentices in Quebec is given by way of programs 3 and 4 rather than through the Apprenticeship Agreement.

Considerable progress continues to be made in the development of interprovincial standard examinations to identify full occupational competence upon apprenticeship completion. These examinations have raised the standard of instruction and are becoming an important factor in providing mobility for the skilled labour force. Most provinces are now becoming involved to some degree in legislation requiring the certification of competence among trades-

TABLE 23—Apprentice Training—Payments

Province	Claims Paid 1964-65		
	For Previous Year	For 1964-65	Total Payments
	\$	\$	\$
Newfoundland.....	—	36,603.86	36,603.86
Prince Edward Island.....	—	—	—
Nova Scotia.....	—	40,478.30	40,478.30
New Brunswick.....	24,990.31	20,601.09	45,591.40
Quebec.....	—	—	—
Ontario.....	—	200,152.19	200,152.19
Manitoba.....	—	34,233.64	34,233.64
Saskatchewan.....	1,848.47	75,011.42	76,859.89
Alberta.....	—	203,266.62	203,266.62
British Columbia.....	—	57,515.30	57,515.30
Yukon Territory.....	—	—	—
Northwest Territories.....	177.50	—	177.50
Totals.....	27,016.28	667,862.42	694,878.70*

*Does not include classroom training of apprentices which is now included under Program 3.

men. In Alberta, where this tradesmen's qualification legislation has been most extensively applied, there is by far the highest ratio of apprentices per capita. Several other provinces are expanding their qualification programs and the ground is being laid to discuss the possibility of establishing inter-

TABLE 24—Apprentices Registered with Provincial Departments of Labour
As of March 31, 1965

<i>Occupation</i>	<i>Nfld.</i>	<i>P.E.I.</i>	<i>N.S.</i>	<i>N.B.</i>	<i>Ont.</i>	<i>Man.</i>	<i>Sask.</i>	<i>Alta.</i>	<i>B.C.</i>	<i>N.W.T.</i>	<i>Total</i>
Aircraft Technician.....	—	—	21	—	—	—	—	—	—	—	21
Auto-body and Fender Repairman.....	47	—	94	130	—	46	64	325	144	—	850
Barber.....	—	—	—	40	241	—	—	—	63	—	344
Blacksmith.....	—	—	—	—	4	2	—	—	—	—	6
Boiler Shop Worker.....	—	—	6	—	2	—	—	—	26	—	34
Boat Builder.....	—	—	—	—	1	—	—	—	58	—	59
Bricklayer.....	7	1	60	28	106	77	73	70	33	—	455
Cabinet Maker and Mill Worker.....	—	—	10	11	21	24	—	—	39	—	105
Carpenter and Joiner....	66	9	188	265	284	113	327	205	307	1	1,765
Cook and Baker.....	—	—	—	—	206	—	6	90	—	—	302
Coppersmith.....	—	—	—	3	—	—	—	—	—	—	3
Diesel Engine Fitter and Operator.....	16	—	50	—	7	—	—	—	—	—	73
Draftsman.....	—	—	2	22	25	—	—	—	—	—	49
Electrician (Construction).....	132	5	208	223	1,300	360	250	627	347	2	3,454
Electrician (Maintenance).....	—	—	54	55	112	6	—	—	—	—	227
Fibre Glass and Plastic Worker.....	—	—	6	—	—	—	—	—	—	—	6
Glass Worker.....	—	—	—	—	—	—	—	—	10	—	10
Hairdresser and Cosmetician.....	—	—	—	—	922	—	—	—	91	—	1,013
Heavy Duty Mechanic... 3	—	35	127	14	—	—	245	254	—	—	678
Instrument Mechanic... 1	—	—	115	42	—	—	—	17	—	—	175
Iron Worker.....	—	—	—	—	4	—	—	—	—	—	4
Jewellery and Watch Repairman.....	—	—	—	—	19	—	—	—	22	—	41
Lather.....	—	—	—	—	54	30	—	15	9	—	108
Lineman (Hydro).....	—	—	40	108	—	—	—	45	—	—	193
Lineman (Telephone)...	—	—	—	—	—	—	—	433	—	—	433
Machinist.....	19	—	67	47	743	47	9	94	227	—	1,253
Millwright.....	16	—	—	—	85	—	—	14	19	—	134
Motor Vehicle Repairman.....	118	9	222	360	5,118	360	450	1,448	451	3	8,539
Moulder.....	—	—	3	—	10	—	—	—	19	—	32
Office Machine Mechanic	—	—	—	—	—	—	—	—	10	—	10
Painter and Decorator...	—	—	—	8	103	88	28	61	39	—	327
Pattern Maker.....	—	—	4	1	21	—	—	—	9	—	35
Plasterer.....	—	—	—	—	50	13	—	23	12	—	98
Plumber and Pipefitter... 111	5	179	161	782	180	212	465	194	—	—	2,289
Power House Operator... 3	—	—	—	—	6	—	—	—	—	—	9
Printer.....	—	—	1	12	47	—	—	—	69	—	129
Radio and Television Repairman.....	—	—	—	—	12	—	30	125	—	—	167
Refrigeration Worker...	—	—	36	1	85	16	17	46	29	—	230
Sheet Metal Worker.... 7	—	—	76	66	560	77	72	287	151	—	1,296
Ship Fitter and Shipwright.....	—	—	18	8	3	—	—	—	—	—	29
Shoemaker.....	—	—	—	—	1	—	—	—	—	—	1
Sign Painter.....	—	—	—	—	3	—	—	—	13	—	16
Stationary Engineer.... 45	—	—	12	44	—	—	—	—	—	—	101
Steam and Gas Fitter...	—	—	26	—	244	70	—	136	58	—	534
Steel Fabrication Worker	—	—	5	—	—	—	—	—	56	—	61
Structural Steel Worker..	—	—	3	—	4	—	—	—	18	—	25
Switchboard Operator...	—	—	—	22	—	—	—	—	—	—	22
Tilesetter.....	—	—	—	—	1	—	—	28	7	—	36
Welder.....	5	—	3	60	27	—	38	564	19	2	718
Miscellaneous.....	3	—	38	—	73	—	—	11	58	—	183
Totals.....	599	29	1,467	1,917	11,342	1,509	1,576	5,357	2,878	8	26,682

provincial minimum standards similar to those that have met with success in the apprenticeship programs. This program of certification of tradesmen, which did not receive federal financial assistance under the former Apprenticeship Training Agreement, is included in the new Agreement. Federal assistance to the provinces under the Apprenticeship Training Agreement is 50 per cent of approved costs.

Research Projects—At the end of the year consideration was being given to a new federal-provincial arrangement to assist provinces to undertake research activities in the field manpower training and development. It is anticipated that this program will stimulate research work by provincial authorities in areas related to manpower development.

Certification of Schools for Income Tax Purposes—As a result of the recent amendment to the Income Tax Act, the Technical and Vocational Training Branch, on behalf of the Minister of Labour, was certifying private schools for purposes of the Income Tax Act. Students attending certified schools are entitled to deduct tuition fees from their taxable income. At the end of the fiscal year, 115 schools had been certified.

TECHNICAL SERVICES

The Technical Services Division was established to provide certain investigative and analytical services to the Branch.

The Branch has recruited nine additional qualified personnel to handle the increasing work load and to undertake research and analysis programs that can best be carried out by a central agency. These include investigations and studies needed to develop the federal-provincial training programs. Several reports have been published.

Occupational Analyses—The Division undertook 11 new occupational analyses and two revisions of published analyses this year. The 13 analyses were:

- Warm Air Heating and Air Conditioning Installation and Servicing
- Industrial Instrumentation
- Business Machine Repair and Servicing
- Domestic Appliance Repair and Servicing
- Marine Navigation
- Marine Engineering
- Stationary Engineering
- Structural Steel and Plate Erection
- Welding Technology
- Warm Air Heating and Air Conditioning Technology
- Building Construction Technology
- Motor Vehicle Repair (Mechanical) (revision)
- Plumbing (revision)

It is anticipated that most of these will be published later in 1965. There are currently 23 analyses in print. Analyses on Electronic Technology and a revision of the Radio and Television Services are in process.

Functional Analyses—The series of industrial functional analyses begun last year was continued. The analysis of the forestry industry was completed, and analyses were being undertaken of the construction and electronics manufacturing industry.

Interprovincial Standards—There has been progress in the development of interprovincial examinations for apprentices; interprovincial examinations are based on the occupational analyses. During the year there were nearly 2,000 graduates; 7,000 tradesmen have now passed the interprovincial standards examinations.

The Division has published an Examiners' Handbook, which provincial examination officers find useful. Preliminary steps have also been taken to develop a comprehensive examination analysis procedure that will make extensive use of data processing equipment. A successful Workshop of Provincial Examination Officers was held in Ottawa in May. New examinations are being developed in the trades of instrument repair, steamfitting, welding, industrial electrician, millwright and machinist.

Advisory Bodies

In administering the Technical and Vocational Training Assistance Act, the Minister has had the advice of the National Technical and Vocational Training Advisory Council, which met twice during the year. In accordance with the legislation in effect at the time of the meetings, the Council consisted of 24 members, including the Chairman. These members represented employers, employees, educators, agriculture, veterans and women's organizations.

The December 1963 amendments to the Act provide that the Council shall consist of 28 members, one of whom shall be designated Chairman. The appointments of some members of Council have expired and action is being taken to re-organize and to broaden the membership to provide representation to additional groups and agencies interested in training. Attention is also being given to extend the representation on a geographic basis so that the Council may better advise the Minister on the changing requirements, means and methods for training manpower.

There are two standing advisory committees:

1. The National Advisory Committee on Technological Education, consisting of a chairman and 10 other members selected from technological institutions and associations and from industry, labour and governments, reports to the Minister through the National Technical and Vocational Advisory Council.
2. The Interprovincial Technical and Vocational Correspondence Courses Committee, made up of provincial representatives specializing in correspondence courses, appointed to advise on the preparation and revision of courses and other related matters.

CIVILIAN REHABILITATION

During the year, there was strong evidence of a growing belief throughout Canada that the principles of vocational rehabilitation, which have been applied to the disabled for many years, could also be used with equally good effect for the benefit of other disadvantaged individuals.

In keeping with this trend of opinion, the Civilian Rehabilitation Branch studied the matter in considerable detail, including the experience of other countries. As a result, ways and means of broadening the scope of the Federal-Provincial Vocational Rehabilitation Program were set out and submitted for consideration. The Vocational Rehabilitation of Disabled Persons Act of 1961* gave statutory authority for this program and provided a base upon which to build vocational rehabilitation services in each participating province and to stimulate co-ordinated and accelerated developments in the future. Under this program, nine provinces have signed agreements ratified by the Minister of Labour on behalf of the federal Government.

The provinces intensified their efforts to bring vocational rehabilitation services to as many disabled persons as possible. These efforts necessitated staff increases in some provinces and the salary commitments were shared with the federal Government. Stimulated by the effects of this program, many more Canadians who, after disability, are not always directly under the provisions of the program, are proceeding toward rehabilitation and employment. This development has made it virtually impossible to evaluate statistically the total results of vocational rehabilitation measures in Canada. The recorded data of known cases, however, do illustrate the economic benefits of investing public funds to help disadvantaged individuals to become productive members of society (See Table 1).

Mental Retardation and Health—Growing concern in Canada for those persons who are handicapped by mental illness or mental retardation was exemplified by the National Conference on Retardation, convened by the Department of National Health and Welfare in 1964, which was attended by representatives from this Branch. An increasing number of mental retardates and those recovering from mental illness were in the process of being successfully rehabilitated and assisted toward employment and independence. In line with its responsibilities, the Branch kept abreast of developments in this area; a specialist in this field of work was added to the staff.

World Commission on Vocational Rehabilitation—The National Co-ordinator continued to serve during the year as Chairman of the Commission. Under its auspices, 50 representatives of 34 nations met in Saltsjobaden, Sweden, to discuss the growing importance of sheltered employment and

*A synopsis of the Act is published in Appendix 6 (P. 98).

TABLE 1—Rehabilitation Cases on which Full Details are Available

Period	Number of Cases	Males	Females	Number of Dependents	Estimated Annual Cost for Support	Estimated Accumulative Support Savings	Annual Earnings After Rehabilitation	Estimated Accumulative Earnings
Up to March 31, 1957	1,001	686	315	610	\$ 450,532	\$ 450,532	\$ 1,750,753	\$ 1,750,753
Fiscal Year 1957-1958	1,055	683	372	826	948,460	1,398,992	1,860,165	3,610,918
Fiscal Year 1958-1959	1,174	745	429	877	1,232,040	2,631,032	2,219,380	5,830,298
Fiscal Year 1959-1960	1,462	941	521	1,146	923,240	3,554,272	2,683,403	8,513,701
Fiscal Year 1960-1961	1,614	1,044	570	1,276	954,304	4,508,576	2,730,502	11,244,203
Fiscal Year 1961-1962	1,669	1,079	590	1,300	902,919	5,411,495	3,198,547	14,442,750
Fiscal Year 1962-1963	1,814	1,186	628	1,400	1,118,891	6,530,386	3,401,979	17,844,729
Fiscal Year 1963-1964	2,134	1,403	731	1,684	1,363,065	7,893,451	4,245,004	22,089,733
Fiscal Year 1964-1965	2,179	1,369	810	1,786	1,526,742	9,420,193	4,599,974	26,689,707
Totals	14,102	9,136	4,966	10,905	9,420,193	41,798,929	26,689,707	112,016,792

assessment centres. Its objectives are to promote the exchange of ideas throughout the world and thereby emphasize the importance of suitable employment as the ultimate goal of all rehabilitation efforts.

National Advisory Council on the Rehabilitation of Disabled Persons—Appointed under the terms of the 1961 Act, the members of the Council are elected from the medical profession, voluntary agencies, management, organized labour, universities and federal and provincial government departments. The Council met once during the year and conveyed a number of important recommendations to the Minister of Labour.

Interdepartmental Committee on Vocational Rehabilitation—The liaison established by the Committee between the Department of Labour, the Department of National Health and Welfare, and the National Employment Service was maintained and developed by frequent discussions between officers of these departments. The success of this practice diminished the need for formal meetings and none was held during the year.

Co-operation at federal and provincial levels in the co-ordination of vocational rehabilitation services was carried out in connection with the

Health Grants and Medical Rehabilitation and Crippled Children Grant administered by the Department of National Health and Welfare. The Department of Veterans Affairs, as in past years, co-operated closely by contributing the benefit of its experience with veterans, at both federal and provincial levels. Continuing consultation with the provinces was carried out by correspondence and discussions between federal and provincial officials. Provincial co-ordinators met under the chairmanship of the National Co-ordinator to consider ways and means of making the joint program more effective and of reaching more people who were in need of its services.

International Liaison—Liaison with rehabilitation authorities in other countries was maintained by correspondence, visits from foreign officials, and through the World Commission, the International Labour Office, the United Nations, the International Society for Rehabilitation of the Disabled, and other agencies in many parts of the world.

Efforts to Discourage Architectural Barriers to the Handicapped—The Branch co-operated with the National Research Council in the development of building standards for the handicapped. The National Co-ordinator served as Chairman of a special committee on this subject and a number of meetings were held during the year. This committee served as a sub-committee to the Associate Committee on the National Building Code. These joint efforts on behalf of the National Research Council led to the preparation and publication of *Building Standards for the Handicapped 1965, Supplement No. 7*, in accordance with the National Building Code of Canada. At the close of the year, the Branch planned to co-operate with NRC in a national publicity campaign to encourage national use of these standards.

Members of the staff lectured at universities, and participated in conferences, workshops, seminars and panel discussions, on various aspects of vocational rehabilitation. The Branch helped the University of Manitoba and the provinces to organize and operate a one-month course for rehabilitation personnel.

Publicity—Three issues of the bulletin *Rehabilitation in Canada* were published during the year: circulation of this document has steadily increased. Articles dealing with various aspects of vocational rehabilitation were published including a monthly article in *The Labour Gazette*. In co-operation with the Information Branch, television clips and radio spots were prepared and distributed. Large outdoor advertising signs, pointing out that a properly placed disabled person is not vocationally handicapped, were erected at many locations across Canada. Space was donated as a public service by billboard companies and the Department paid for production costs. Retail organizations co-operated in displaying posters. In addition, rubber stamps, drawing attention to the employment of the handicapped, were distributed to selected government offices and voluntary agencies across Canada for use on outgoing correspondence. These stamps are now being widely used.

TABLE 2—Vocational Rehabilitation of Disabled Persons:
Payments to the Provinces, 1964-65

<i>Province</i>	<i>Payment</i>	<i>Province</i>	<i>Payment</i>
	\$		\$
Newfoundland.....	12,690.69	Ontario.....	208,818.01
Prince Edward Island.....	7,396.46	Manitoba.....	133,985.16
Nova Scotia.....	29,962.89	Saskatchewan.....	126,718.20
New Brunswick.....	53,552.77	Alberta.....	42,141.52
Quebec.....	—	British Columbia.....	26,946.20
		Total.....	642,211.90

TABLE 3—Breakdown by Disability Groups, Age, Sex, Dependants and Location

	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
AGE GROUPS										
Unknown.....	—	1	—	—	—	—	—	1	—	2
Under 20.....	11	61	40	30	18	11	5	77	8	261
20 to 29.....	52	192	111	71	76	84	23	174	34	817
30 to 39.....	29	121	34	35	31	35	12	88	11	396
40 to 49.....	34	101	24	43	31	24	17	62	11	347
50 to 59.....	33	53	19	39	25	15	13	29	2	228
60 and over.....	42	35	8	22	13	2	1	4	1	128
SEX										
Male.....	144	375	122	137	122	137	55	233	44	1,369
Female.....	57	189	114	103	72	34	16	202	23	810
NUMBER OF DEPENDANTS.....										
	236	669	88	160	127	195	94	134	83	1,786
LOCATION										
Urban.....	125	347	194	188	130	94	46	370	35	1,529
Rural.....	76	217	42	52	64	77	25	65	32	650

TABLE 4—Educational Standing at Acceptance

EDUCATION AT ACCEPTANCE	Amputations	Neuro- Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio- Vascular	Neuro- Psychiatric	Miscellaneous	Total
Nil or Not Known.....	22	51	8	10	10	5	—	28	1	135
1 to 4 years.....	12	22	14	12	14	7	2	101	1	185
5 to 8 years.....	88	234	153	99	80	60	24	131	18	887
9 to 12 years.....	45	160	45	72	50	67	31	95	33	598
Matriculation.....	30	84	13	37	33	25	13	66	13	314
University.....	4	13	3	10	7	7	1	14	1	60

TABLE 5A—Principal Previous Occupation

OCCUPATION	Amputations	Neuro- Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio- Vascular	Neuro- Psychiatric	Miscellaneous	Total
Professional and Managerial.....	6	25	—	9	9	4	6	22	2	83
Sales and Clerical.....	20	53	32	29	20	17	14	64	12	261
Service Occupations.....	21	47	17	14	7	20	6	51	11	194
Agriculture, Fishery, Forestry, etc.....	16	30	7	12	8	7	2	8	1	91
Skilled Occupations.....	27	52	16	20	17	23	7	14	4	180
Semi-skilled Occupations.	19	56	23	25	11	17	6	21	6	184
Unskilled Occupations...	33	94	59	23	26	30	8	57	11	341
Housewife or Homemaker	27	74	15	31	26	1	4	8	3	189
No previous Occupation.	28	129	67	77	66	51	18	189	16	641
Unknown.....	4	4	—	—	4	1	—	1	1	15

TABLE 5B—Occupations After Rehabilitation

OCCUPATION	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Professional and Managerial.....	13	51	2	20	14	19	9	19	5	152
Sales and Clerical.....	29	140	52	55	51	44	19	89	32	511
Service Occupations.....	26	59	28	18	19	46	11	137	10	354
Agriculture, Fishery, Forestry, etc.....	7	16	1	1	3	10	3	32	—	73
Skilled Occupations.....	28	82	41	20	17	33	15	30	8	274
Semi-skilled Occupations..	21	65	39	41	16	12	3	50	5	252
Unskilled Occupations...	14	57	67	72	18	6	5	59	3	301
Housewife or Homemaker	31	76	6	11	28	1	4	16	4	177
Self-Care.....	32	18	—	2	28	—	2	3	—	85

TABLE 6—Status After Rehabilitation

SOURCE OF SUPPORT	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Regular Employment....	122	433	227	140	121	153	57	361	61	1,675
Self Employment.....	13	27	1	5	4	16	5	3	2	76
Sheltered Employment..	3	8	2	35	10	—	2	52	—	112
Homebound Employment	—	2	—	47	3	1	1	—	—	54
Housewife or Homemaker	31	76	6	11	28	1	4	16	4	177
Self-Care.....	32	18	—	2	28	—	2	3	—	85

TABLE 7—Financial Status at Acceptance

SOURCE OF SUPPORT	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Dependent on Relatives...	64	238	99	74	99	59	25	151	21	830
Dependent on Public Assistance.....	47	135	30	102	50	76	15	208	22	685
Disability Allowances and Other Allowances, Compensation, etc.....	4	7	—	6	—	—	—	2	—	19
EARNINGS										
Under \$500.....	—	—	—	2	—	—	1	—	—	3
\$501 to \$1000.....	5	8	2	2	1	5	1	6	1	31
\$1001 to \$2000.....	16	42	6	9	6	9	6	15	9	118
\$2001 to \$3000.....	15	39	24	7	7	4	4	11	2	113
Over \$3000.....	15	25	4	3	6	5	2	8	1	69
Old Age Security, Retirement Pension, Annuities, Savings.....	30	32	4	24	14	3	3	11	2	123
Unemployment Insurance..	5	26	67	6	6	7	13	19	8	157
Unknown.....	—	12	—	5	5	3	1	4	1	31

TABLE 8—Annual Earnings After Rehabilitation

ANNUAL EARNINGS	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Total
Under \$500.....	3	3	1	67	8	1	—	39	—	122
\$501 to \$1000.....	20	43	8	15	23	2	5	31	3	150
\$1001 to \$2000.....	46	162	58	48	49	37	10	166	16	592
\$2001 to \$3000.....	51	195	140	78	53	72	31	131	31	782
Over \$3000.....	49	143	29	30	33	59	23	65	17	448

DIVISION ON OLDER WORKERS

The Division continued to assemble and disseminate information directly or indirectly related to the problems of older workers. Evidence that the Division has steadily gained recognition as a central source of information in this field is shown by the following table, showing the distribution of material that was sent out on request:

<i>Fiscal Year</i>	<i>No. of Items</i>
1959-60	3,000
1960-61	5,100
1961-62	8,000
1962-63	10,473
1963-64	10,811
1964-65	10,347

In addition, publicity was maintained in co-operation with the Information Branch, including the use of billboards, television clips, radio spots, and pamphlets.

Articles were prepared monthly for *The Labour Gazette*; tri-annually for *Rehabilitation in Canada*; and twice for the *Vocational Training Bulletin*. Articles were also prepared upon request for other publications.

Senate Special Committee on Aging—Part 2 of the Department's presentation to the Committee was prepared in the Division and a staff member participated in the presentation. In addition, the Division supplied the Senate Committee with a considerable quantity of material and assisted Committee staff in the gathering and summarizing of information.

Older Worker Employment and Training Incentive Program—The hiring period under this program expired on March 31, 1964, but the Division's staff were engaged throughout the year in analyzing cases of investigation, making recommendations for action, granting final approval to payments, and conducting correspondence. In addition, the Division co-operated with the Economics and Research Branch in the survey to evaluate this program, supplying one senior staff member full-time for nearly three months and two junior members part-time.

Organization for Economic Co-operation and Development (OECD)—The Division prepared reports and supplied material to OECD. In September 1964 the National Co-ordinator gave the introductory address to the organization's two-day seminar in London, England, on job re-design and training for older workers. This continued co-operation with OECD has resulted in the Division's being supplied with useful data from scientific studies concerned with older workers in such fields as ergonomics or job re-design and special training techniques for older workers. These data were being collated and reproduced, either in complete or summarized versions, for distribution in Canada.

Contact was also maintained, through normal channels with the ILO, and by correspondence and personal contact with the U.S. Departments of Labor and Health, Education and Welfare; and with agencies in other countries.

Miscellaneous Activities—Liaison was maintained with national and provincial voluntary agencies and provincial government departments. The National Co-ordinator and the Division Chief served alternatively at many meetings, as technical consultants to the Executive Committee and some of its sub-committees in the planning of the Canadian Conference on Aging scheduled to be held in January 1966. The Division also supplied a considerable quantity of material. This work will continue in the next fiscal year.

The Division was represented at conferences and meetings in Canada and the United States, and participated in workshops and seminars. Either the Chief of the Division or the National Co-ordinator was present at all meetings of the Canadian Welfare Council's Committee on Aging.

MANPOWER CONSULTATIVE SERVICE

The Manpower Consultative Service was set up early in the fiscal year 1964-65 to administer and develop the Government's program of Manpower Assessment Incentives. This program calls for financial assistance to industry and labour in carrying out programs of research at the plant level into the manpower effects of industrial change, and more particularly of technological change, and into the various ways and means by which manpower adjustments to such changes can be made in a way that will minimize human dislocations.

It is recognized that economic growth demands the development and adoption of measures aimed at increasing productivity and maximizing the the output of industry. Such economic growth involves substantial growth of job opportunities; but it may, and often does, simultaneously bring about substantial changes in available employment in specific situations, both as to the numbers of employees required and as to the skills employees need to perform their functions. It is obvious, then, that technological development will come about more smoothly and more readily if adequate care is taken to minimize the impact of change on individual workers, and to facilitate their adaptation to changing requirements.

The solution of problems of manpower displacement, dislocation and adjustment, if left to the ordinary operations of the labour market, is often accomplished on an emergency basis. The program of the Manpower Consultative Service is aimed at the development, within industry, of a constructive and orderly approach to these problems. The emphasis on research is aimed at identifying and analyzing manpower problems before they become critical, and developing methods for dealing with them that will be in the best interests of employers, employees, and of the country as a whole.

The need for adjustment and adaptation is common to all industries, but the precise nature of the necessary moves is specific to each industry, each community, and even each operating unit.

Solutions to manpower problems are most likely to be effective if the workers directly affected are able to participate, through their representatives, in working them out. Consequently, the program requires a joint consultative approach in all cases where a union exercises collective bargaining rights.

The Service has a small staff of highly competent fields officers engaged in promoting the program, and in assisting participants in building and working out their assessment programs. These officers are also called upon to assist in the implementation of proposals by making sure that all available government services are alerted and brought into the situation as the need becomes apparent. The Manpower Consultative Service does not duplicate other services, and will not undertake any activity presently performed by other branches of the Department, or by other departments or governments.

The earlier and more complete comprehension of manpower requirements brought about by intensive study should enable the appropriate services to bring their forces to bear more effectively on specific situations. Need for training and retraining within the enterprise can be discussed with provincial authorities and experts before they become too pressing, and suitable programs can be worked out to meet the needs and facilitate the transition. Similarly, where change results in shrinkages of the work force, the early identification of individual workers likely to be effected can enable the resources of the National Employment Service to operate with maximum effect in returning such workers to suitable employment, in counselling and recommending training where required, and in abbreviating the time lapse between termination and re-employment.

The financial assistance offered to participants is 50 per cent of the cost of an approved research and assessment program. The balance may be carried by the employer, by the union, or both. In some cases, provincial governments may offer assistance to the participants in financing the balance of the cost.

The first year was largely spent in exploration of the field, and promotion of the program. The first assessment agreement, with the Canadian Broadcasting Corporation and the National Association of Broadcast Employees and Technicians, was concluded early in 1965. A subsequent agreement developed in the British Columbia towboat industry was concluded shortly afterwards. On April 1, these two programs were in operation and further agreements were being developed in the pulp and paper industry in two provinces, and in several other industries.

SPECIAL SERVICES

Stimulation of winter employment again constituted the principal activity of the Special Services Branch. The Municipal Winter Works Incentive Program for the winter of 1964-65 was accepted by all provinces. The Winter House Building Incentive Program, introduced in 1963, was continued for the winter of 1964-65, as was the program designed to create more employment during the winter, in designated areas and areas of high winter unemployment, through federal Government construction projects. As in previous years, workers were moved within and between the provinces to meet seasonal requirements for farm labour. All provinces except Newfoundland participated in this Federal-Provincial Farm Labour Program.

STIMULATION OF WINTER EMPLOYMENT

In the summer of 1964 the Cabinet issued a Directive requiring all departments and agencies to arrange their expenditure programs so as to create maximum employment during the months November to April inclusive. Plans and specifications, tender calls and contract awards for construction are to be timed to help maintain winter employment at as high a level as possible. Alterations, repairs and maintenance of buildings, housing and equipment owned by the federal Government are to be carried out as far as is practicable during the winter months. The procurement of supplies and materials must also be arranged where practicable so as to create maximum winter employment.

The Directive provided for the establishment of an Interdepartmental Committee on Federal Winter Work Programming. It is composed of senior officials of the Departments of Defence Production, Industry, Finance, Labour, National Defence, and Transport, the Post Office, Treasury Board, Central Mortgage and Housing Corporation and Defence Construction (1951) Limited. The Deputy Minister of Labour serves as Chairman and the Deputy Minister of Public Works as Vice-Chairman of this Committee. The secretariat for the Interdepartmental Committee on Federal Winter Work Programming and its sub-committees and the Winter Employment Working Committee is provided by the Special Services Branch.

The Winter Employment Working Committee, which is composed of officials of the Department and the Unemployment Insurance Commission, is responsible for planning and co-ordinating arrangements for winter employment publicity and research, and for the winter work campaigns carried out at the national and local levels.

The construction industry is particularly active in the stimulation of winter employment. The Canadian Construction Association sponsors the National Joint Committee on Winter-time Construction, which draws its

membership from many national organizations. The Association calls attention at every opportunity to the advantages of winter construction.

The Architects-Engineer Advisory Committee on Winter Employment sponsored by the Royal Architectural Institute of Canada met frequently during the year to study new ways and means to further stimulate winter employment. The secretariat for this committee also is provided by the Special Services Branch.

MUNICIPAL WINTER WORKS INCENTIVE PROGRAM

All of the provinces, the Yukon and Northwest Territories, and a number of Indian Bands participated in the 1964-65 Municipal Winter Works Incentive Program. Under this program the federal Government provides an incentive to municipalities to undertake public works projects during the winter by paying a percentage of direct payroll costs incurred on accepted winter works projects carried out during the period November 1, 1964 to April 30, 1965.

The terms of the program for 1964-65 were much the same as in 1963-64. The federal Government paid 50 per cent of direct payroll costs of approved projects. On projects carried out by municipalities in the designated and areas of high winter unemployment, the federal incentive payment was 60 per cent of direct payroll costs. To further assist municipalities located in these special areas, provision was made for an extension of time into the month of May to permit the completion of individual projects where discontinuance of work became necessary by reason of severe temperature or heavy snowfall. This special provision was later extended to cover all municipalities.

Several provinces continued to provide a further incentive by supplementing the federal contribution toward the payroll costs of accepted projects, as follows:

<i>Province</i>		<i>Provincial Contribution</i>
BRITISH COLUMBIA.....	50%	of direct payroll costs where welfare cases of 3 months duration employed and in addition— With effect from January 1st, 1965—
	25%	of direct payroll costs where welfare cases of less than 3 months duration employed
	25%	of direct payroll costs of persons employed registered for employment with N.E.S. but not qualified to receive unemployment insurance having used up all their benefits, where no welfare recipients are available for hiring.
ALBERTA & SASKATCHEWAN.....	25%	of direct payroll costs
MANITOBA.....	25%	of direct payroll costs in respect of unemployed persons not entitled to unemployment insurance.
	50%	of direct payroll costs in respect of persons who immediately before being employed on projects had been in receipt of social allowance for at least 30 days.
ONTARIO.....	25%	of direct payroll costs
	30%	of direct payroll costs in designated areas and areas of high winter unemployment.
QUEBEC.....	40%	of direct payroll costs.
PRINCE EDWARD ISLAND.....	30%	of direct payroll costs (P.E.I. is an area of high winter unemployment).

Under the program, 6,446 applications for projects submitted by 2,577 local authorities were accepted on behalf of the federal Government. The projects called for an estimated expenditure of \$316,632,000 during the period November 1, 1964 to April 30, 1965. The estimated direct payroll costs were \$113,738,000, of which the estimated federal contribution was \$61,301,000. Work was provided on site for an estimated 166,917 men for a total of 7,887,043 man-days. It is estimated that an equivalent amount of employment was provided in the manufacture of materials used on projects carried out under the program and in related services.

Detailed statistical information based on preliminary estimates is given in Table 1.

The federal Department of Labour in co-operation with provincial authorities carried out a survey of the Municipal Winter Works Incentive Program to determine its effectiveness. Approximately 200 municipalities were visited across Canada. Those selected formed a cross-section of municipalities in each province with respect to size and general location. Officers of the Special Services Branch carried out the necessary field work in collaboration with the Economics and Research Branch and provincial officials.

WINTER HOUSE BUILDING INCENTIVE PROGRAM

The Winter House Building Incentive Program, which was introduced for the winter of 1963-64, was continued during the winter of 1964-65. Under this program an incentive of \$500 was paid to the first purchaser of housing which was substantially built during the period November 15, 1964 to March 31, 1965. Exceptionally severe weather in certain parts of the country had the effect of delaying construction of some housing units under the program, and the period for completion of housing was extended from March 31 to April 15, 1965. The incentive applied to single detached dwellings and to each unit in a multiple dwelling structure of not more than four units. Certain types of row-housing also qualified for the incentive under the program.

To qualify for the incentive, construction must not have proceeded beyond the first-floor joist stage by November 15, 1964, and must have been completed, except for seasonal deficiencies, by April 15, 1965. Seasonal deficiencies included exterior painting and site improvements. These requirements ensured that approximately 75 per cent of construction was carried out during the period covered by the program.

To qualify under the program, each dwelling unit had to consist of at least four rooms in addition to a bathroom, and to have had heating and sanitary facilities, and space for cooking, eating, living and sleeping.

Electrical facilities, where available, were also required. Housing under the Program was required to meet the general standards of construction as called for by Part 9 (Housing) of the National Building Code of Canada and, in addition, to comply with local municipal by-laws and provincial legislation.

Central Mortgage and Housing Corporation again made its field services available to the Department, its local offices receiving applications for cer-

TABLE 1—Municipal Winter Works Incentive Program, 1964-1965

	Canada	B.C.	Alta.	Sask.	Man.	Ont.	Que.	N.B.	N.S.	P.E.I.	Nfld.	Yu- kon	N.W.T.	Indian Bands
Participating local authorities	2,577	119	189	480	65	317	1,183	45	16	50	45	—	17	51
Applications received.....	6,446	458	651	941	244	1,134	2,553	120	41	96	99	—	33	76
Applications accepted.....	6,319	456	650	914	241	1,125	2,476	120	40	95	98	—	33	71
Applications rejected, pen- ding or withdrawn.....	127	2	1	27	3	9	77	—	1	1	1	—	—	5
Estimated cost of projects during period of program.	316,632*	28,500	22,092	15,384	12,660	84,123	143,621	3,834	2,034	1,612	2,137	—	152	483
Estimated direct payroll cost of projects during period of program.....	113,738*	10,409	7,150	5,146	3,695	21,870	62,165	830	516	702	799	—	107	349
Percentage of payroll cost to total cost during period of program.....	35.9	36.5	32.3	33.5	29.2	26.0	43.3	21.6	25.4	43.5	37.4	—	70.4	72.3
Estimated federal govern- ment share of direct pay- roll costs.....	61,301*	5,247	3,578	2,564	1,865	11,041	35,124	482	265	427	479	—	53	176
Estimated number of men to be hired during period of program.....	166,917	7,205	10,433	13,892	4,325	17,857	105,113	1,524	547	1,914	2,047	—	369	1,691
Estimated man-days work to be provided during period of program.....	7,887,043	492,110	439,170	378,956	244,041	1,124,562	4,922,409	67,878	41,018	61,424	74,289	—	6,602	34,584

*Thousands of dollars.

tification and carrying out the necessary inspections to determine that construction had not proceeded beyond the stage permitted at November 15, 1964 and that housing had reached the required stage of completion at April 15, 1965.

A total of 33,935 applications for certification of housing were received covering 39,895 dwelling units. Of these, 33,560 dwelling units qualified for the incentive. The total cost of qualified housing was estimated at \$444,056,155.

It is estimated that approximately 100,000 jobs were created on site; in addition, slightly more jobs were provided in the manufacture, transportation and sale of building materials.

The cost to the federal Government in incentive payments was estimated at \$17,000,000.

Detailed statistical information is contained in Table 2.

SUPPLEMENTARY FEDERAL GOVERNMENT WINTER CONSTRUCTION PROGRAM

The Supplementary Federal Government Winter Construction Program, designed to create more employment during the winter in designated areas and areas of high winter unemployment, was introduced in the winter of 1963-64. Under this program, federal departments bring forward projects that are ready for construction but for which funds have not been provided in current estimates. Funds to cover approved projects are provided in the Department of Finance vote "Miscellaneous, Minor or Unforeseen Expenses".

Under the 1963-64 program, projects approved amounted to \$8,137,113 and provided 286,687 man-days of work. Actual expenditure was \$4,204,967 and the projects carried out provided 203,782 man-days of work.

In the 1964-65 program, projects amounting to \$8,195,285 were approved, providing 282,963 man-days of work. The actual expenditure by departments was \$5,132,897 and the number of man-days of work provided was 156,204. The program covered the period November 1, 1964 to March 31, 1965.

FEDERAL - PROVINCIAL FARM LABOUR AGREEMENTS

The program previously called the Federal-Provincial Farm Labour Program was started in 1942 as a co-operative arrangement to ensure an adequate supply of workers for agriculture and other related industries. It is carried out under agreements (renewed annually) with each of the provinces except Newfoundland. Under these agreements, the federal Government and the provinces share equally expenses incurred in organizing the more efficient use of farm labour and in recruiting, transporting and placing workers on farms and in related industries, as well as necessary welfare assistance and other incidental expenses. Under this program, workers may be moved within a province as well as between provinces.

TABLE 2—Winter House Building Incentive Program, 1964-1965

[illegible]

Further Data Taken From Applications For Certification

<i>Cost of Construction in Thousands of Dollars</i>	<i>Type of Structure</i>	<i>Method of Construction</i>	<i>Structures Built For</i>	<i>Financing</i>	<i>Value of Houses Covered by Approved Applications</i>
					\$
Under 6.....					3,022,700
6-8.....					656,552
8-10.....					4,971,289
10-12.....					4,465,785
12-14.....					154,318,437
14-16.....	Single.....				41,128,625
16-18.....					23,523,596
18-20.....	Duplex.....	Contract.....	Occupancy.....		17,241,308
20-22.....					52,567,251
22 and Over..	Triplex.....	Day Labour.....	Sale.....	N.H.A.....	41,973,012
Not Reported..	Quadruplex....	Merchant Builder	Rent.....	Other.....	187,600
		20,024			2,286
Totals.....	28,484	28,484	28,484	28,484	444,056,155

Applications for Payment

<i>Province</i>	<i>Units Eligible for Incentive</i>	<i>Number received (Units)</i>	<i>Amount of Payments Issued</i>	<i>Amount of Payments Outstanding</i>
Newfoundland.....	272	218	\$ 107,000	\$ 29,000
Prince Edward Island.....	59	52	27,000	2,500
Nova Scotia.....	409	281	138,500	66,000
New Brunswick.....	398	297	145,000	54,000
Quebec.....	13,372	10,370	4,976,500	1,709,500
Ontario.....	9,652	7,528	3,577,000	1,249,000
Manitoba.....	1,519	1,121	533,500	226,000
Saskatchewan.....	1,312	1,120	543,000	113,000
Alberta.....	3,668	3,073	1,488,500	345,500
British Columbia.....	2,887	2,420	1,180,500	263,000
Yukon and Northwest Territories.....	12	12	6,000	—
Total.....	33,560	26,492	12,722,500	4,057,500

A new form of Agricultural Manpower Agreement, which will provide for a broadening of the program, is now being negotiated with the provinces. With the current buoyancy of the economy, the problems of filling agricultural manpower requirements have become more difficult. Under the revised program, increased efforts will be made to meet these requirements by the appropriate training and movement of unemployed persons from various areas of the country.

The solution of the farm labour problem rests in part in the improvement of working and living conditions in agriculture, and much research is required. This is provided for under the new form of agreement.

Intraprovincial and Interprovincial Movements—Each year it is necessary to move large numbers of workers within and between provinces to meet seasonal requirements for workers for small fruit picking, truck gardening and canning crops, sugar beet growing, tobacco harvesting, tree fruit picking, potato picking and hay and grain harvesting.

Canada - U.S.A. Movements—For many years arrangements have been made for seasonal movements of various classes of agricultural workers to and from the United States, such as potato pickers from Quebec and New Brunswick to the State of Maine, and tobacco workers from the United States to Ontario and Quebec. In recent years, these movements have been placed on an organized basis through agreement with the United States authorities. Transportation and any other expenses of Canada-U.S. movements are arranged privately between workers and employers, so that the cost of these movements is not a charge to public funds.

WOMEN'S BUREAU

Activities of the Women's Bureau in 1964 included: a one-day consultation on women workers with family responsibilities; talks to organized groups; participation and leadership in discussion groups; television and radio talks and interviews; and publicity interviews requested by the press. Information and advice were sought by many visitors to the Bureau, by telephone, and by correspondence.

Written information included: new and revised Women's Bureau Bulletins; a one-page contribution monthly to *The Labour Gazette*; and a special article in *The Labour Gazette* on collective action by nurses. Two additions and two revisions were made to the Bureau's Bulletins of occupational information for women, and a new edition of the fact book on women workers was sent to the printers late in the year.

Conference on Women Workers with Family Responsibilities—It has become a practice to highlight the year's main interests and activities at a one-day conference to which a select group of informed people are invited in order to provide a cross-fertilization of ideas and to indicate areas for further study and development. This year the consultation was on the employment of women with family responsibilities. This subject received special attention from the International Labour Conference in connection with its discussion on "Women Workers in a Changing World" because of its particular relevance to Canada in view of the ever-increasing participation of women in the labour force.

The meeting was attended by some sixty representatives of interested organizations from across Canada. Officials from provincial and federal levels of the National Employment Service and the departments of Labour, Health, Welfare and Immigration were present, as well as representatives from labour unions and professional associations.

Papers were read on: trends and developments in the composition of the female labour force; a survey, conducted by the Women's Bureau of the Ontario Department of Labour, of women's attitudes toward work outside the home; part-time work; labour legislation and part-time workers; provisions for maternity leave; and day-care services and facilities for children of working mothers. Background material in the form of statistical tables and topics for discussion and consideration was prepared and forwarded to prospective participants beforehand.

A 38-page report of the consultation entitled *Employment of Women with Family Responsibilities* was prepared for distribution. Separate full text copies of the talks have been made and are available on request. A report of the previous year's round-table conference was also issued during the year; it

dealt with implications of traditional divisions between men's work and women's work in our society.

Publications—Mimeographed publications during the year included: *Physical Sciences, Earth Sciences, Mathematics—Fields of Work for Women; Job Training for the Mature Woman* (revised 1964); Women's Bureau Bulletins entitled *The United Nations Commission on the Status of Women—Eighteenth Session, Continuing Education, Maternity Leave* (revised 1964); the annual directory of *Women's Organizations in Canada*; and a set of statistical tables with table highlight notes entitled *Facts and Figures about Women in the Labour Force, 1964*. The reading matter in the latter two publications is in bilingual form; in previous years separate English and French copies were issued.

Women at Work in Canada—A new edition of the previous publication of the same title, was completed and sent to the printer. The Economics and Research Branch of the Department provided substantial assistance in research and composition of this publication.

At the request of the Department of External Affairs, articles were prepared for Egyptian and Pakistani publications; a contribution appeared in an educational journal; and talks were reproduced by non-governmental agencies.

International Relations—In the international field, the Branch Director was present, as the Government Member of the Committee on Women Workers, at the 48th International Labour Conference and served on the Committee on Women and Child Labor at the 47th Convention of the International Association of Government and Labor Officials. Contributions were also made to International Labour Organization, Organization for Economic Co-operation and Development and United Nations studies relating the policies and legislation affecting women in Canada.

Talks and Discussions—The Branch Director who was a group discussion leader on the topic of the employed mother and her family at the Canadian Conference on the Family, also addressed and consulted with numerous groups and individuals across Canada. Among them were: the British Columbia Vocational Association; the Canadian Federation of University Women, Triennial Conference; the Provincial Advisory Board on Technical and Vocational Training, Alberta; the Soroptomists Club in Peterborough; the Women's Personnel Association in Montreal; and various groups in Toronto, including the Women's Bureau of the Ontario Government, the Canadian Association of Adult Education, the YWCA of Canada, and other national organizations.

Engagements undertaken by the Assistant to the Director included: talks to a class of teachers taking an Ontario College of Education vocational guidance course; a meeting of the Alliance of Independent Telephone Unions; the University Women's Club of Ottawa; and a paper on Women in the Labour Force—Comments on Developments, 1954-1964, which was among the presentations at the Bureau's one-day consultation. She also represented the

Department at a *Jeunesse Ouvrière Catholique* reunion and at the Federal-Provincial Conference on Mental Retardation.

At the request of the news media, television, radio, and newspaper interviews and discussions were undertaken by the Director and her Assistant. The purpose was to bring the work of the Bureau into the homes of the general public.

Nature and Scope of Enquiries—Enquiries were received from Saskatchewan, British Columbia, Argentina, the Netherlands, and New Zealand for information on the organization, administrative arrangements and activities of the Bureau. The international nature of the concern for women workers was evidenced by the diverse countries of origin of the visitors to the Bureau. The most common purpose in all of these visits was to evaluate and compare women's working conditions in the different countries. Particular topics discussed were those concerning continuing education for women, day care for children, occupational information, employment and training for mature women, and the employment of women with family responsibilities. In addition to visitors from across Canada, there were guests from: Haiti, Japan, Basutoland, Wales, France, and the U.S.A.

The tenth anniversary of the Women's Bureau was noted in *The Labour Gazette* with a four-page feature article on the history and purpose of the Bureau, prepared by the staff of *The Labour Gazette*.

CANADIAN GOVERNMENT ANNUITIES*

Effective April 1, 1964, the interest rate for some premiums was increased (Order in Council P.C. 1964-471). For group annuities the interest is 5 per cent; for immediate annuities at ages 55 and older, $5\frac{1}{4}$ per cent; and for deferred annuities maturing in five years or less at age 55 or older, 4 per cent, building up to a 5 per cent maturity value. As a result of increased rates, the price of immediate annuities came close to commercial prices. Income from sales of immediate annuities was about four times greater than last year and the number of contracts increased approximately three times.

Although the higher interest rate for group annuities did not produce a noticeable volume of new business, it was responsible for the resumption of payments under a number of group contracts on which premium payments had been suspended. It is believed that many premium payments that otherwise might have been suspended were maintained.

The net result of the changes was a premium income about the same as for the last fiscal year. The decline of premium income in recent years appears to have been halted.

Fourth Quinquennial Mortality Study—The mortality experience for government annuities for the period 1958-1963 was studied and the actuary's report was published on February 1, 1965. The figures showed that the margin of safety in the mortality basis of premiums is being maintained.

The Year's Business—A further 5,600 Canadians came under the security provisions of the Government Annuities Act, either by undertaking to purchase individual annuities or by enrolment in group pension plans. The new business for the year amounted to 3,142 deferred annuities, 675 immediate annuities, and 7 group contracts covering 120 employees. The number of new employees entering old groups was 1,663, largely replacing employees who had retired, died, or left their employer's service. Most of the new deferred annuities were registered for tax exemption on premiums under Section 79B of the Income Tax Act.

At the end of the year, the Branch had 42 sales offices across Canada staffed by 60 salesmen (49 full-time and 11 part-time) and 15 office assistants.

With the help of the Information Branch, a limited advertising program was conducted in newspapers, magazines and periodicals, and in streetcars and buses. Direct mail advertising was sent to about 300,000 households.

Daily Operation—A considerable volume of work was needed to service the annuities in force. In addition to routine paying of annuities, settling death

*An explanation of life annuities is published in Appendix 7 (P. 99).

claims, processing retirements and maturities, issuing new contracts and recording premiums, the Branch examined 17,412 individual deferred annuities, out of a total of 90,340, to answer letters from annuitants during the year. From a total of 149,000 working employees under pension plans, attention had to be given to 23,900 accounts, and company valuations covering 65,000 employees were made. Approximately 23,500 annual statements were prepared for tax purposes for Registered Retirement Savings Plans.

Pension Plans—Group annuity contracts issued since 1953 do not have a lifetime guarantee of premiums. When premium scales change, they change for everyone registered under the contract. The successive changes in premium scale have induced many employers to change from the old to a new type contract, a practice that the Branch has encouraged. The premium change this year caused further transfers to contracts with unguaranteed rates. Amendment of contracts where pension plans had to be altered to comply with the Ontario Pension Benefits Act was undertaken by the Group Division of the Branch.

Registered Retirement Savings Plans—During the 1964 tax year approximately 23,500 persons paid \$10,250,000 into their Registered Retirement Savings Plan. Section 79B of the Income Tax Act was amended so that an annuity being paid in an increased amount until Old Age Security begins may reduce by any amount not greater than the amount of Old Age Security in effect when the annuity commences. Previously, the adjusted annuity had to reduce by exactly the amount of Old Age Security in effect when the annuity commenced. This rigidity caused considerable hardship with respect to small annuities.

Old Age Security—In March 1965, it appeared that the Canada Pension Plan would become law and that the Annuities Branch would have to be prepared to cope with the proposed changes in the eligibility dates for Old Age Security, since they would affect the integration of annuities and Old Age Security into one uniform income. Tables were prepared showing the additional annuity to be paid to the various dates of eligibility of the annuitant for Old Age Security. These will be available when needed.

Individuals and employers have shown considerable interest in the effect of new provisions for Old Age Security on figures for the option to take an annuity reducing when Old Age Security becomes payable. In 1970, when Old Age Security becomes universally payable at age 65, the option will disappear for maturities and retirements at age 65 and older.

Financial Statement—The financial statement for the year is shown in Table 1. Premium income increased by \$749,316 from the previous year and cash disbursements exceeded the premium income by \$29.6 million. Interest of \$49.1 million produced an increase of \$18.8 million in the account after a surplus of \$695,379 had been transferred to the Consolidated Revenue Fund.

The yearly increase in the amount paid out for annuities is accelerated by the increasing popularity of the reducing annuity option, whereby the

TABLE 1—Government Annuity Account for the Year Ended March 31, 1965

ACCOUNT	\$
Account, April 1, 1964.....	1,284,261,927.00
Receipts, 1964-65, less disbursements.....	19,570,335.45
Less transfer to Consolidated Revenue Fund.....	695,379.45
Account, March 31, 1965.....	1,303,136,883.00
LIABILITIES	
Valuation of annuities outstanding.....	1,303,136,883.00
RECEIPTS	
Immediate annuities.....	4,531,332.76
Deferred annuities.....	25,631,119.80
Unclaimed annuities recovered from Consolidated Revenue Fund.....	9,949.10
Interest to March 31, 1965.....	49,180,085.00
Total.....	79,352,486.66
DISBURSEMENTS	
Vested annuities.....	52,170,879.54
Commuted values.....	699,747.82
Premiums returned with interest (including instalment death benefits).....	5,982,052.14
Premiums returned without interest.....	579,291.74
Employee withdrawal payments (Pension Plans).....	297,251.43
Unclaimed annuities transferred to C.R.F.....	52,928.54
Total.....	59,782,151.21
Receipts less disbursements, 1964-65.....	19,570,335.45
Total.....	79,352,486.66

DISTRIBUTION

<i>Interest Rate</i>	<i>Account at 31/3/65</i>
3%	84,215,484.00
3½%	176,844,256.00
4%	1,023,046,596.00
5%	14,258,788.00
5¼%	4,225,081.00
*No interest	546,678.00
Total	\$1,303,136,883.00

*Death benefits on deposit being paid in instalments.

amount of annuity is increased to age 70 and then reduced by the amount of Old Age Security. The payout until age 70 is greater than it would be if the annuities were a uniform amount for life, and after age 70 it is less. At present, there are more new reducing annuities maturing than are reaching the point of reduction. No doubt a point will be reached eventually where the reductions under old annuities offset the extra payments under new annuities.

Statistics—At the end of the year, 205,332 persons were insured under 1,312 pension plans, of whom 149,026 were employees at work and 56,306 held

paid-up deferred pensions by reason of termination of service before retirement age. There were 90,340 individual deferred annuity contracts in force. Approximately 74,000 persons are receiving annuities under 93,342 contracts and certificates, in payment of which 863,000 cheques were mailed. During the year, 3,656 employees retired on pension and 2,481 individual contracts matured for payment of annuity.

The average age of persons drawing annuities was 70.5 for both men and women. The average age at death for the 4,223 deaths reported was 75.6 for men and 80.5 for women. At the end of the year, six annuitants, one fewer than a year ago, were more than 100 years old.

Table 2 gives an analysis of the single-life vested annuities, indicating the relative number of contracts by age groups. Table 3 provides a history of the number of annuities sold and the purchase money received.

TABLE 2—Vested Annuity Contracts, Single Life Only, in Force on March 31, 1965

Age Attained	Male		Female		Total		
	Number of Contracts	Per Cent	Number of Contracts	Per Cent	Number of Contracts	Per Cent	Cumula- tive Per Cent
Less than 50.....	1,357	2.9	1,553	4.1	2,910	3.5	
50-59.....	2,645	5.7	3,521	9.3	6,166	7.3	10.8
60-64.....	3,773	8.2	4,810	12.8	8,583	10.2	21.0
65-69.....	12,158	26.3	6,845	18.1	19,003	22.6	43.6
70-74.....	11,308	24.5	7,031	18.6	18,339	21.9	65.5
75-79.....	8,478	18.4	6,006	15.9	14,484	17.3	82.8
80-89.....	6,066	13.1	6,964	18.5	13,030	15.5	98.3
90 and over.....	399	.9	1,005	2.7	1,404	1.7	100.0
Total.....	46,184	100.0	37,735	100.0	83,919	100.0	

TABLE 3—Number of Individual Annuity Contracts and Certificates Issued and Net Premium Receipts

Year Ended March 31	Individual Contracts Issued	Group Certificates Issued	Total Contracts and Certificates Issued	Net Premium Receipts
1909-60.....	191,831	299,513	491,344	\$1,221,836,933.12
1961.....	4,353	10,007	14,360	48,522,545.35
1962.....	4,117	7,480	11,597	43,096,769.57
1963.....	4,296	3,687	7,983	37,003,157.27
1964.....	3,687	2,470	6,157	28,894,131.48
1965.....	3,817	1,783	5,600	29,583,160.82
Total.....	212,101	324,940	537,041	\$1,408,936,697.61

INFORMATION AND LABOUR GAZETTE

During the year, the former Information Branch and the Labour Gazette Branch amalgamated to form the Information and Labour Gazette Branch. At the same time, the new branch absorbed the Publications Division of the Administration Branch and the Graphics Production Unit of the Economics and Research Branch.

These were the most important moves in the centralization of all the Department's information, editorial, publicity and publishing activities, with the aim of increasing efficiency and raising the standard of Departmental publications.

Winter Employment—The national "Do It Now" campaign was conducted for the tenth consecutive winter. Designed to stimulate wintertime markets for goods and services and so create more employment, the program is organized by the Department of Labour in co-operation with the National Employment Service.

Promotion, publicity and advertising were handled at the national level by the Branch. They were arranged to give the greatest possible support to local offices of the NES and to some 200 local Employment Committees, since the effectiveness of the campaign depends to a large extent on the co-ordinated efforts undertaken by communities on their own behalf. At the national level, business and industry were encouraged to arrange more advertising and publicity in the winter in their own interests as well as in the interests of the campaign.

The campaign message, directed at business, industry and the general public, suggested that it pays to have more work done during the winter months when men and materials are readily available. Much of the publicity for the campaign was concentrated in the areas of home, farm and office improvements.

The Branch arranged an intensive national advertising campaign for the Winter House Building Incentive Program, using newspapers, billboards, television and magazines, and, as in other years, promoted the advantages of outside winter construction, and publicized the Municipal Winter Works Incentive Program.

Once again, a number of national advertisers of building products tied in the promotion of their own products with the "Do It Now" campaign.

A concentrated program of direct liaison with industry carried out by the Branch during the fall and winter involved discussions with top executives of larger manufacturing plants, advertising agencies, chartered banks and national trade associations. Special emphasis was placed on liaison with

companies whose sales of goods or services stood to benefit directly from the "Do It Now" campaign. These companies were encouraged to carry out aggressive and imaginative wintertime sales and advertising programs built around the "Do It Now" theme, thus taking advantage of the pre-conditioning of the market by the large amount of public service publicity. Many firms re-scheduled advertising and promotion to coincide with the campaign.

Many other large companies who were not so directly concerned with winter sales, but who sponsored programs on television and radio, co-operated with the Department by arranging to include "Do It Now" messages with their advertising on these programs.

Whenever possible, other advertisers used the printed "drop in" material supplied by the Branch. In addition, national consumer magazines and trade publications and the daily and weekly press gave generous public service support to the campaign. Member companies of the Poster Advertising Association of Canada arranged for the display, on a public service basis, of approximately 2,000 billboards across Canada carrying the "Do It Now" message.

A national trade magazine for the seventh consecutive year conducted a contest among building supply dealers, designed to encourage more aggressive programs for increased winter business. This contest was arranged in consultation with the Department and one of the judges was the Director of the Branch.

The Post Office Department co-operated by imprinting the "Do It Now" slogan on all envelopes going through their cancellation machines. Many industries and businesses also used the same slogan on their postage meters.

Promotional film clips, developed by the Branch, were shown in hundreds of movie theatres across the country.

A colour film on home improvement in English and French was produced under the combined financial sponsorship of Canada's largest building supply manufacturers and the Department. Screenings of the film will be arranged across the country by NES offices.

At a local level the support given the campaign was again outstanding. Nearly 200 National Employment Offices across the country reported the following publicity provided by other than government sources: more than 1,000 newspaper pages of sponsored advertising, about 2,500 news items, 280 editorials, 520 cartoons and 720 photographs in newspapers, 24,340 radio spot advertisements sponsored by local businesses, 4,300 television spot advertisements and 5,000 minutes of sponsored television program time.

Almost 300,000 posters and streamers in a variety of sizes were produced by the Department and sent to the Unemployment Insurance Commission head office, which in turn distributed them across Canada through local employment offices and Winter Employment Committees. In addition to posters and streamers, large quantities of pamphlets, stickers, envelope stuffers and restaurant place mats were produced, and "Do It Now" brochures telling how businesses could tie in with the campaign to their own advantage were distributed.

The government appropriation for printed materials, publicity and advertising was approximately \$300,000. It has been estimated that the program generated more than \$4 million worth of publicity. The advertising, on a national scale, involved all local employment offices and included a series of advertisements in all daily and most weekly newspapers, selected trade magazines, and national consumer magazines, and spot announcements on all radio and television stations.

Civilian Rehabilitation and Older Workers—The Branch, in co-operation with the Civilian Rehabilitation Branch, was responsible for the production of the periodical *Rehabilitation in Canada*, dealing with the various aspects of rehabilitation. Published three times a year, it contains informative articles on the numerous services, professions and techniques that are part of a progressive program of rehabilitation.

Three film clips, publicizing rehabilitation services and the employability of the handicapped, were released for use on television and in theatres. Two of these—a 60-second and a 20-second version—were based on visual sections of two films produced for the Branch in the past. The third was a 60-second animated film.

Two new pamphlets were produced. The first was designed to persuade employers to expand their hiring of the handicapped. The second publicized a new supplement to the National Building Code of Canada. Called "Building Standards for the Handicapped," the supplement sets out minimum standards for making a building accessible to handicapped people.

Through the continuing co-operation of the Outdoor Advertising Association of Canada, billboards all across the country carried free of charge a message urging employers to hire the handicapped and older workers on the basis of their ability to perform the job.

Promotion of Training and Education—The Branch continued a broad publicity and educational program in support of programs under the Technical and Vocational Training Assistance Act and of the expansion of facilities for technical and vocational training. In particular the Branch concentrated on efforts to reduce school drop-outs.

During March a series of radio messages by Canadian personalities urging young people to stay in school was aired on all Canadian stations as part of the paid advertising program. The time for about half these messages was purchased; time for the other half was donated by the radio stations as a public service. The value of this free time totalled more than \$200,000 by the end of the year. Earlier in the year, the Outdoor Advertising Association continued promotion of the "stay-at-school" theme on billboards in many parts of Canada, and public service support in this medium amounted to about \$35,000.

The Branch prepared a number of publications for distribution in the school system through the co-operation of provincial departments of Education, Labour, and Youth and for the use by home and school groups, education associations, industrial and other organizations. This material included several

hundred thousand copies of pamphlets and posters for classroom use in secondary schools across Canada. A special film, originally produced in co-operation with the Sun Life Assurance Company, "You Can Go a Long Way" continued to be widely shown in schools across Canada. So far this film has been seen by about 300,000 young people and parents.

The Branch assisted in preparation of publicity for a number of school openings and special ceremonies related to the construction of new technical and vocational training facilities in Canada. There were continued efforts to bring about greater co-ordination and liaison with the provinces in publicity efforts, and as a result, some provinces are assigning full time to carry out publicity for provincial training programs.

During the year, in co-operation with the Technical and Vocational Training Branch, the Branch produced regular issues of *Technical and Vocational Education in Canada*. The publication is designed to assist the many individuals and organizations actively engaged in or connected with Canada's manpower training and development program.

The Labour Gazette—Average monthly circulation of *The Labour Gazette* in 1964-65 was 14,060, a slight increase from the 13,930 in 1963-64. The increase resulted entirely from higher circulation of the French edition, 2,881 compared with 2,708; distribution of the English edition dropped from 11,222 to 11,179. Paid circulation of the English edition was 46.0 per cent of the total; of the French edition, 41.5 per cent. Average monthly circulation, paid and complimentary, French and English, for the last two years was:

	1964-65			1963-64		
	<i>Paid</i>	<i>Complimentary</i>	<i>Total</i>	<i>Paid</i>	<i>Complimentary</i>	<i>Total</i>
English edition.....	5,152	6,027	11,179	5,272	5,950	11,222
French edition.....	1,196	1,685	2,881	1,180	1,528	2,708
Total.....	6,348	7,712	14,060	6,452	7,478	13,930

Other Projects—An advertising campaign in newspapers and magazines was again carried out to promote the sale of Canadian Government Annuities. The Branch was responsible for the design, layout and copy for these advertisements as well as for the choice of media. The Branch published a booklet describing the various types of annuities available, and reprinted a pamphlet for general distribution.

A series of radio messages on the "stay in school" theme were produced and distributed to radio stations.

The Branch placed advertising in the ethnic press on behalf of the Fair Employment Practices Act, and handled the printing of publicity material, produced radio programs and distributed television public service spots to help eliminate discrimination in employment.

Circulation of Departmental films was continued, including seven films on industrial safety and two on rehabilitation of the disabled and employment of the handicapped.

The Department again assisted the National Film Board financially in the operation of an Industrial Film Preview Library as a service to employers and trade unions. The Library makes it possible for them to see and assess films on a variety of industrial subjects from all over the world, so that they may purchase or rent those best suited to their needs. Films for inclusion in the Library are previewed and selected by the Branch. During the year several hundred training films were added to the Library, which is serviced by the Canadian Film Institute. It is now the most complete industrial film library in Canada. Reviewing and cataloguing films was continued.

LABOUR LEGISLATION

The work of the Legislation Branch during the year just ended was focussed to a large extent on labour standards legislation, because of the enactment by Parliament of the Canada Labour (Standards) Code, because of the attention that was given to minimum wages and other minimum labour standards in a number of provinces, and because of an increasing interest throughout the country in legislation aimed at improvement of basic working conditions.

An officer of the Branch, who attended the 48th International Labour Conference as adviser to the Government delegates, served on the Conference Committee on the Application of Conventions and Recommendations, the standing committee of the Conference that examines the implementation by ratifying countries of the obligations they have assumed under International Labour Conventions.

The Branch participated in a committee set up in the Department to review the International Labour Conventions which Canada has not yet ratified.

Labour Law Section of The Labour Gazette—The Branch prepared for the Labour Law Section of *The Labour Gazette* monthly reports of regulations issued under federal and provincial labour laws and reviews of selected court decisions of interest to labour. Labour legislation enacted during the year by Parliament and the provincial Legislatures was reviewed in six feature articles: "Changes in Provincial Workmen's Compensation Laws" (October issue); "Legislation Dealing with Apprenticeship and Trade Training" (October issue); "Anti-discrimination Legislation in Canada, 1964" (November issue); "Safety and Health Legislation in 1964" (November issue); "Provincial Labour Standards Legislation, 1964" (December issue); "Labour Relations Legislation in 1964" (December issue). An article dealing with the United States Civil Rights Act, 1964, also appeared in the November issue.

A study of provincial hours of work legislation was completed and a report was published in the January issue of *The Labour Gazette* under the title "Provincial Hours of Work Legislation". Reprints of this article are available.

Annual Bulletins—The 1964 edition of *Provincial Labour Standards* contained a new section on termination of employment, as well as setting out the standards in effect under provincial laws for compulsory school attendance and minimum age for employment, public holidays, weekly rest day and annual vacations, equal pay, fair employment practices, and the minimum wage rates and maximum hours of work or overtime pay requirements for the main fields of employment. The bulletin also contained tables of benefits under workmen's compensation laws.

Reprints of the article that summarized changes in provincial workmen's compensation laws in 1964 were made available in lieu of a 1964 bulletin. A complete revision of the annual bulletin *Workmen's Compensation in Canada* was in progress and the next bulletin will deal with the legislation in effect at the end of 1965.

Current Report—During the 1964 legislative sessions, as in previous years, the Branch issued a series of mimeographed reports entitled *Current Report on Legislation Affecting Labour Introduced in Parliament and the Provincial Legislatures*, which summarized Bills of labour interest. In all, 57 Bills were reviewed in the four reports issued during the year. These reports were distributed to government labour officials and were made available, on request, to interested persons. The Branch is able to provide this service through the courtesy of provincial Legislatures in supplying copies of their Bills and Votes and Proceedings.

Reports and Memoranda—The Branch dealt with many requests for information on labour law from governments in Canada and abroad, from students of labour law and from unions and employer groups. A number of reports requested by international organizations were prepared during the year.

Other Services—A member of the Branch serves as Secretary-Treasurer of the Canadian Association of Administrators of Labour Legislation, an organization of the Deputy Ministers and senior officers of the federal and provincial Departments of Labour. Organized in 1938, the Association provides a forum for the exchange of views and information on the administration and enforcement of labour legislation. One of its principal objects is the encouragement of high standards of administration.

The theme of the 1964 Conference, held in Stanhope, P.E.I., on September 1-4, was Economic and Technological Change in the Sixties—Its Implications for the Policies and Programs of Canadian Labour Departments. The subject was discussed in relation to three major areas of labour department activity—manpower adjustment, labour-management relations, and labour standards. The agenda also included a review of legislative and administrative developments during the year in both federal and provincial jurisdictions.

LABOUR STANDARDS

The Labour Standards Branch was established in August 1964. This new Branch carries on the work of administering the fair wages policy on government contracts and preparing recommendations for rates of pay of prevailing rate employees on government departments and agencies. The administration of the Annual Vacations Act and the Female Employees Equal Pay Act was transferred from the Industrial Relations Branch to the Labour Standards Branch.

The Labour Standards Branch participated in the preparation of the Canada Labour (Standards) Code, which was given Royal Assent on March 18, 1965. Parts I, II, III, IV of the Code, which deal with hours of work, minimum wages, vacations with pay and general holidays with pay in the field of employment within federal jurisdiction, come into effect on July 1, 1965. Much of the work of preparing this legislation, however, was done in the fiscal year just ended. The Code will be administered by the Labour Standards Branch.

FAIR WAGES ON GOVERNMENT CONTRACTS

There has been further progress on important projects to which labour conditions are applied under the provisions of the Fair Wages and Hours of Labour Act.

The construction of the South Saskatchewan River Dam is now in its seventh year and, during the year, five schedules were issued for additional contract projects, making a total of 44 schedules since the first schedule was issued on July 10, 1958. Most of this work is being done on the basis of two ten-hour shifts daily.

Three additional schedules were prepared for the final phases of the new Atomic Energy (Candu) Reactor at Douglas Point, Ont., for Atomic Energy of Canada, making a total of 42 schedules since the work was begun on September 13, 1960.

Twenty-seven additional schedules were supplied to Atomic Energy of Canada Limited for contracts for the Nuclear Research Establishment, Whiteshell, Man., and for the construction of the new town of Pinawa, making a total of 102 schedules since the first one was issued on June 8, 1961.

The Northern Canada Power Commission was supplied with six additional schedules for the construction of the Hydro-Electric Power Plant and Transmission Line, near Taltson River in the Northwest Territories, making a total of eight schedules since work on the project was started early in 1964.

The Canadian Corporation (1967) World Exhibition was supplied with 21 schedules (to Defence Construction (1951) Limited, acting for the Corpora-

tion) for the preparation of the world exhibition site on islands and reclaimed land in the St. Lawrence River at Montreal. This makes a total of 26 schedules since the start of the work. This is a crash program and much has to be done within the limited time. Consequently, each schedule contained a permit to work up to 60 hours a week with payment of not less than time and one-half for all hours worked in excess of 8 a day and 44 a week.

In connection with the World Exhibition, two schedules were issued to the Department of Public Works: one for the construction of a Canadian Government Pavilion in the estimated amount of \$6,000,000, and the other for the construction of an ice control structure at an estimated cost of \$1,300,000.

Although the fair wages legislation does not apply to contracts for services, nevertheless schedules were issued as usual for service contracts on request of government departments, for such contracts as interior cleaning of public buildings, moving office furniture and supplies, and carering at Army camps and in other establishments.

Works of Construction, Repair, Remodelling and Demolition—During the year the Department issued 3,069 schedules of labour conditions, compared with 2,808 during the fiscal year 1963-64 and 2,161 during 1962-63.

The value of contracts reported to the Department as having been awarded during the last year was \$260,531,744, compared with \$220,117,334 during 1963-64. During the year just ended, a total of \$74,065 was collected from 103 contractors for distribution to 1,979 workers to satisfy the wage arrears owed by contractors. During the fiscal years 1963-64 and 1962-63 the collections totalled \$85,249 and \$71,225 respectively.

All reported complaints concerning the failure of contractors to apply the labour conditions of contracts were investigated. The policy of regular inspections is also maintained. The Fair Wages Officers made 58 inspections of wages and hours and other labour conditions, including the non-discrimination provision, being observed by contractors on government contracts. In addition 58 inspections were made of the overtime rates being paid on contracts where permission was granted to exceed the statutory hours of work. The corresponding figures for 1963-64 were 126 wage inspections and 71 overtime permit inspections.

Twenty-four schedules of wage rates proposed for use by contractors under Labour Conditions (A-2) were submitted to the Department. These schedules were examined and approved for use on the contracts in question.

Contracts for the Manufacture of Supplies and Equipment—Departments awarding contracts for the manufacture of supplies and equipment are required to include standard labour conditions as a provision of the contract. One thousand six hundred and twenty-five contracts were awarded, to the total value of approximately \$13,795,872, and 348 statutory declarations listing the classifications of workers employed on such contracts, their wage rates and hours of work were submitted to the Department for review. The corresponding figures for 1963-64 were 1,944 contracts, a total amount of \$15,168,112 and 304 statutory declarations.

PREVAILING RATE EMPLOYEES

In the early part of 1963, officers of the Department of Labour and Treasury Board concluded extensive discussions concerned with speeding up and otherwise improving prevailing rate procedures. As a result, Treasury Board passed new regulations, effective April 1, 1963, affecting prevailing rate employees of the Government of Canada, and introduced a new procedure for the determination of rates of pay for such employees which has had considerable effect on the operations of the Department.

The new regulations are embodied in Treasury Board Order of April 10, 1963 (T.B. 609506). They require that the rates of pay of prevailing rate employees be based on rates of pay prevailing in the appropriate area in Canada for comparable work, and that the rates of pay of such employees be authorized by Treasury Board on the basis of recommendations of the Department of Labour.

Under the previous regulations (T.B. 558256 of December 22, 1959) provision was made for approval of rates by Treasury Board after receipt of a submission from an employing department which was based on a recommendation of the Department of Labour.

In line with the provisions of the new regulations, Treasury Board announced a new procedure, effective April 1, 1963, for the determination of prevailing rates. The old procedure involved four steps: (1) requests for the recommendation of prevailing rates were made by individual employing departments to the Department of Labour; (2) the Department of Labour made its recommendations to the employing departments; (3) employing departments made submissions to Treasury Board, supported by the recommendations of the Department of Labour, for approval of the rates; (4) Treasury Board issued departmental authorities approving the rates. The new procedure combines steps (2) and (3) by permitting the Department of Labour to make a monthly submission direct to Treasury Board which includes all recommendations completed during the month. Treasury Board then issues an authority which permits all departments, or a designated department, to pay the authorized rates at the locations listed.

Responsibility for the initiation of wage rate reviews still rests with employing departments, but the Department of Labour on receipt of a request from one department for a review of rates at any location, endeavours to enlarge the survey so as to include all classes of all departments at that location that are likely to be affected by the original request. Accordingly, surveys are now carried out for all "survey" classes of prevailing rate employees at a given location at one time. This has increased considerably the scope of individual surveys, but has reduced the number of surveys required.

The new procedure has also simplified the administrative machinery by grouping under "main" locations all locations at which rates are established on the basis of the same wage data. Rates are recommended by the Department of Labour and approved by Treasury Board for payment at the main locations, and these rates may be applied automatically at all designated sub-locations.

Ships' Officers Regulations and Ships' Crews Regulations are embodied in T.B. 558257 and T.B. 558258, respectively, both dated December 22, 1959. Pursuant to these Regulations, the rates of ships' officers and crews are approved by Treasury Board on the recommendations of employing departments which in turn are based on recommendations of the Department of Labour. These rates are also based on rates prevailing in the appropriate area of employment for similar classes of work.

Pursuant to these Regulations, the Department of Labour continues to make recommendations direct to employing departments with respect to ships' officers and crews.

T.B. 482506 of February 8, 1955, the Commissionaire Services Regulations, effective April 1, 1955, provided that agreements may be entered into between government departments and the Canadian Corps of Commissionaires or the British Columbia Corps of Commissionaires for the purpose of providing services by commissionaires. The rate of pay for each commissionaire supplied by the Corps would be established by Treasury Board after consultation with the Department of Labour. An amendment dated March 22, 1957, provided that the rates recommended by the Department of Labour are to be based upon private industry rates for comparable employment in the same area including the private industry rates for the services of commissionaires.

Altogether, the Department of Labour makes prevailing rate recommendations on behalf of approximately 40,000 employees, who are exempt from certain provisions of the Civil Service Act. They are employed by about 26 departments and agencies of government on public buildings, parks, forests, canals, dockyards, ordnance depots, machine shops, ammunition depots, air stations, printing establishments and on government vessels. In addition, the government departments and agencies have contracted for the use of the services of about 4,000 commissionaires of the Canadian Corps of Commissionaires and the British Columbia Corps of Commissionaires at various locations across Canada.

During the year, 8,215 wage rate recommendations were made, affecting an estimated 710 different occupational classifications. The recommendations involved 392 locations, and 449 sub-locations.

During the year field officers of the Department conducted 121 wage surveys to obtain wage information about wage rates being paid by private employers in the various areas in Canada where prevailing rate employees of the government are employed.

In determining the appropriate rates of pay for these employees, the wage returns collected by the Economics and Research Branch, the wage rates established by collective agreements and the wage rates specified in some provinces by legislation, were also examined.

FEMALE EMPLOYEES EQUAL PAY ACT

No formal complaints were received during the year under the Female Employees Equal Pay Act, which came into effect on October 1, 1956. The

Act applies to employers and employees engaged in works, undertakings and businesses coming within federal jurisdiction.

The co-operation of employers and trade unions was sought after the Act came into effect to ensure compliance with the purposes of the Act. Employers to whom the Act applies were asked to review their practices in the payment of female employees in order to avoid or eliminate any conflict with the provisions of the Act.

The Act prohibits an employer from employing a female employee for any work at a rate of pay that is less than the rate at which a male employee is employed by that employer for identical or substantially identical work. A difference in rates of pay for male and female employees doing identical or substantially identical work does not contravene the Act when such difference is based upon factors other than sex that normally justify different rates of pay. Complaints under the Act may be made in the first instance to the Minister of Labour. Such complaints may be referred by the Minister to a Fair Wage Officer to make an investigation and try to effect a settlement. If no settlement follows, the complaint may be referred to a referee for final decision after hearing the parties concerned. The referee may order the adjustment of wages paid to the female employees.

ANNUAL VACATIONS ACT

In 1964-65, the Minister of Labour approved various applications under the Annual Vacations Act. Complaints concerning the non-payment of vacation pay were adjusted where necessary. Forty-six complaints seeking the payment of vacation pay were processed and the employees concerned received \$1,873.93 in vacation pay. Advice and assistance were given to employers, employees and trade union representatives seeking an explanation of the provisions of the Act and an opinion with respect to its application to groups of employees.

ACCIDENT PREVENTION AND COMPENSATION

ACCIDENT PREVENTION

Increased participation in practical accident prevention by supervisory and operating personnel characterized the occupational safety field in the Public Service of Canada during the year. This resulted in slightly reduced accident rates in some departments and agencies but the improvement has been handicapped by insufficient interest on the part of a number of those who should give recognition and direction to safety activities. Progress was hampered also by the lack of comprehensive safety regulations of general application.

There was a greater demand on the safety advisory service by individuals for advice and guidance and, in the course of the year, many unsafe practices or conditions were brought to its attention.

A number of federal works and premises were inspected to ensure that safe work practices were being followed and that the work areas met with acceptable safety standards. In this connection a helpful liaison was maintained with the Occupational Health Division of the Department of National Health and Welfare and with staff associations. In addition, the Safety Adviser gave abridged safety courses to a number of interested staff groups.

Despite the more positive safety activities of some departments and agencies, the accident frequency rate increased over the previous year's. Much of this increase was due to severe and icy winter conditions in areas where they are not usually a problem, but a sizeable number of accidents was reported that could have been avoided had those who were injured used more care on the job. It is within this area that much can be done to reduce the accident toll through training, job instruction and more effective supervision.

The Safety Adviser was appointed a member of two committees of the Canadian Standards Association: The Safety Toe Boots and Shoes Committee, and the Elevator Safety Code Committee.

The Monthly Bulletin, intended particularly for administrative and personnel officers, was sent to an enlarged readership. The bulletin contained reviews of successful accident prevention in industry and government service, conveyed the views of experts, reported on legislative developments, interpreted and explained legal and administrative provisions regarding workmen's compensation and, in general, continued its efforts to make public service officials more safety-minded and knowledgeable on compensation.

ACCIDENT COMPENSATION

Accident claims reported during the year were 8.4 per cent or 1,502 higher than during the preceding year, making a total of 19,467, thus reversing the trend of the past two years. Fortunately, 11,558 or 60 per cent of these were minor injuries only. These injuries were in the categories of those which do not cause any layoff from work or which cause layoffs that are too short to satisfy the "waiting periods" stipulated by the provincial workmen's compensation law. Among the claims reported there were 764 disabling injuries, an increase in this category of more than 11 per cent over the preceding year's total. To some extent, extreme weather conditions during the winter season accounted for the greater number of work injuries. Fatalities numbered 18, seven fewer than in the preceding year. As the year ended, pensions were being paid to 1,763 employees, former employees or their dependants. The distribution of the year's claims by province is given in Table 1. A detailed analysis of claims settled each year is published separately in the *Annual Statistical Report* of the Branch.

TABLE 1—Accident Claims Reported in 1964-65 by Province and Type of Claim

Province	Minor Injuries	Disabling Injuries				Dis-allowed	Total
	First Aid and Medical Aid	Com-pensation	Injury Leave ¹	Perma-nent Dis-ability	Fatal		
Newfoundland.....	152	68	47	—	1	3	271
Prince Edward Island..	64	49	14	—	1	—	128
Nova Scotia.....	1,041	318	196	—	2	18	1,575
New Brunswick.....	392	127	121	—	2	18	660
Quebec.....	1,513	401	1,012	5	3	24	2,958
Ontario ²	4,977	790	1,945	1	1	108	7,822
Manitoba.....	491	168	285	—	1	14	959
Saskatchewan.....	370	150	169	—	—	10	699
Alberta.....	786	383	392	1	—	17	1,579
British Columbia.....	1,453	301	445	3	2	78	2,282
Yukon and N.W.T. ³	319	172	37	—	5	1	534
Totals.....	11,558	2,927	4,663	10	18	291	19,467

¹Leave of absence with pay in lieu of compensation.

²Includes claims of employees stationed outside of Canada.

³Administered by the Alberta Workmen's Compensation Board.

Some 232,000 persons employed by 106 departments and agencies are entitled to coverage under the Government Employees Compensation Act. The ratio of industrial accidents of all types to employees remained fairly constant at about 1 to 12. The ratio of disabling injuries was 1 to 31 employees.

Gross compensation disbursements and administration expenses during the year are shown in Table 2. Compensation disbursements increased by

\$155,151 or 6 per cent. The federal share of provincial administration expenses rose by 9.84 per cent to \$357,070. The salary paid in lieu of compensation totalled \$912,682, a sum higher by \$112,667 than the total for the preceding year. These expenditures were offset to some extent by reimbursement made to the Consolidated Revenue Fund by certain Crown agencies to cover the compensation benefits provided to their employees and a proportionate share of administration expenses. Certain other Crown agencies pay an assessment on their payroll in the same manner as industry is assessed under the provisions of the provincial Acts. In either circumstance, the employees of these Crown agencies come under the provisions of the Act in the same manner as employees of government departments, boards and commissions.

TABLE 2—Compensation Disbursements and the Federal Government's Share of Administration Expenses by Province

<i>Province</i>	<i>Compensation Disbursements 1964-65</i>	<i>Administration Expenses for the Year 1964</i>	<i>Total</i>
	\$	\$	\$
Newfoundland.....	45,438.20	4,457.91	49,896.11
Prince Edward Island.....	22,804.84	1,401.31	24,206.15
Nova Scotia.....	220,269.25	21,532.23	241,801.48
New Brunswick.....	76,841.95	10,066.73	86,908.68
Quebec.....	548,839.23	82,650.00	631,489.23
Ontario.....	988,885.31	122,516.28	1,111,401.59
Manitoba.....	88,597.22	9,125.22	97,722.44
Saskatchewan.....	133,115.71	19,169.31	152,285.02
Alberta.....	300,110.13	48,532.06	348,642.19
British Columbia.....	319,061.97	37,619.36	356,681.33
Payments respecting employees local- ly engaged outside Canada.....	243.66	—	243.66
Totals.....	2,744,207.47	357,070.41	3,101,277.88

Every year, several hundred federal public servants on duty suffer injuries or death as a result of the conduct or negligence of other persons, not in the Public Service, generally referred to as "third parties". In these circumstances the employee or his dependants can elect to receive the compensation to which they are entitled under the Act or they themselves can take action against the third party. If compensation is claimed, the employee's rights, or those of his dependants, are transferred to the Crown. In such cases, the incidents are thoroughly investigated and, where appropriate, steps are taken to recover the costs to the Crown. During the year, \$35,370 was collected from third parties by court judgment or by settlement. At the end of the year, 167 cases in which third parties were involved were being processed. The

estimated amount of compensation and other costs represented by these cases is in the order of \$80,000.

Close consultation and effective liaison was maintained with the various Workmen's Compensation Boards and the Commission in Quebec in the processing of claims, in the rehabilitation of injured employees as well as in the interpretation and application of the legislation. As in previous years, informative material was prepared and distributed in English and French to acquaint Public Service employees with their rights and responsibilities in connection with employment injuries.

MERCHANT SEAMEN COMPENSATION

The Merchant Seamen Compensation Act, which provides employment injury benefits to certain seamen as well as to the dependants of deceased seamen, was amended in the course of the year. The main purpose of the amending legislation was to upgrade pension awards to widows and other dependants of deceased seamen made prior to 1957, when the rates of these benefits were last revised, and at the same time to bring some other benefits into line with those provided under the workmen's compensation laws of the Atlantic provinces. The increase in the monthly allowances to widows and children was made effective April 1, 1964, these supplementary payments being paid out of the Consolidated Revenue Fund.

The other changes that will go into force on proclamation* include:

- (a) A reduction in the waiting period from 4 days to 3 days.
- (b) An increase from \$4,500 to \$5,000 in the maximum amount of earnings to be used for the purpose of computing compensation.
- (c) An increase from \$15 to \$25 (or average earnings if less) in the minimum rate of compensation to be paid to an injured seamen for temporary or permanent total disability.
- (d) An increase from \$200 to \$300 in the allowance for burial expenses.
- (e) The allowances to dependent children may be continued to age 21 if the child is furthering his education. The previous age limit was 18.

The regular work arising out of the administration of the Act, the general investigation and the processing of claims for compensation were carried out through the Accident Prevention and Compensation Branch, whose Director is the Secretary of the Merchant Seamen Compensation Board. The Secretary approved a number of settlements of temporary disability claims that were in accordance with the provisions of the Act and were not disputed by the employer or the employee. Formal approval of such settlements is the responsibility of the Board.

The Merchant Seamen Compensation Board met to consider medical reports and other documents relating to permanent disability claims, and

*These sections of the Act proclaimed in force May 1, 1965.

claims for dependency as a result of fatal accidents. The Board also determined and issued awards for permanent disabilities (total and partial) and awards of pensions to widows and children.

Thirty-nine accidents were reported during the year, including eight fatal cases. At the close of the year, four claims were pending.

Statistical Summary

	<i>Shipping Companies Covered</i>	<i>Seamen Employed (Approx.)</i>	<i>Claims Reported</i>	<i>Temporary Disability Awards</i>	<i>Permanent Disability Awards</i>	<i>Fatal Accidents</i>
1945 to 1960.....	—	—	853	580	115	64
1960-61.....	52	2,850	18	15	3	6
1961-62.....	44	2,500	20	16	1	2
1962-63.....	40	2,300	15	14	—	1
1963-64.....	37	2,200	25	23	1	2
1964-65.....	39	2,500	30	21	2	8

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Appendix 1 — The Industrial Relations and Disputes Investigation Act

The Industrial Relations and Disputes Investigation Act came into force on September 1, 1948.

The Act applies to industries within federal jurisdiction, i.e., navigation, shipping, interprovincial railways, canals, telegraphs, interprovincial and international steamship lines and ferries, aerodromes and air transportation, radio broadcasting stations and works declared by Parliament to be for the general advantage of Canada or two or more of its provinces. Additionally, the Act provides that provincial authorities, if they so desire, may enact similar legislation for application to industries within provincial jurisdiction and make mutually satisfactory arrangements with the federal Government for the administration of such legislation.

The Minister of Labour is charged with the administration of the Act and is directly responsible for the appointment of conciliation officers, conciliation boards, and Industrial Inquiry Commissions in complaints that the Act has been violated or that a party has failed to bargain collectively, and for applications for consent to prosecute.

Sections 16 and 17 of the Act provide conciliation machinery for the adjustment of disputes where no settlement has been reached either in negotiations for a collective agreement after the certification of a bargaining agent or in negotiations for the renewal of an existing agreement. On the request of either party to such a dispute, or in any other case where he considers it advisable to do so, the Minister of Labour may appoint a conciliation officer to confer with the parties for the purpose of helping them to reach an agreement. If a conciliation officer reports failure to bring about the settlement of a dispute, the Minister may appoint a board of conciliation and investigation. The Minister may appoint a conciliation board without prior reference to a conciliation officer, but the usual practice is to appoint a conciliation officer in the first instance.

When a conciliation board is appointed, each party to the dispute is invited to nominate one person for appointment to the board. The two members so appointed are then requested to recommend a third person for appointment as chairman. If they fail to agree, the Minister selects the chairman.

The first duty of a board of conciliation and investigation is to endeavour to bring about agreement between the parties on the matters in dispute. In the event of a board's failure to do so, it is required to report its findings and recommendations to the Minister. The Minister supplies each party with a copy of the report, which he may publicize in such manner as he sees fit. A strike or lockout is prohibited until seven days after the receipt of the report by the Minister.

The Canada Labour Relations Board was established under the Act as successor to the Wartime Labour Relations Board to administer provisions concerning the certification of bargaining agents, the writing of provisions—for incorporation into collective agreements—that fix a procedure for the final settlement of disputes concerning the meaning or violation of such agreements and the investigation of complaints referred to it by the Minister that a party has failed to bargain collectively and to make every reasonable effort to conclude a collective agreement. A report of the activities of the CLRB begins on page 7.

The Board is composed of four representatives of organized labour, four representatives of employers' organizations, and an independent chairman. A vice-chairman acts during the chairman's absence, and officers and staff of the Industrial Relations Branch act as officers and staff of the Board.

The Fair Wages legislation is in three parts: the Policy Order, the Act, and the Regulations under the Act. The Fair Wages Policy was originally adopted as a Resolution of the House of Commons in 1900 and later expressed in an Order in Council in 1907 which was revised and expanded in succeeding years. The last revision and consolidation was Order in Council (P.C. 1954-2029) of December 22, 1954.

The statute referred to is the Fair Wages and Hours of Labour Act passed in 1935. This Act provides for the payment of fair wages on construction contracts, that is, such wage rates as are generally accepted as current for competent workmen in the district but shall in all cases be such wage rates as are fair and reasonable. Working hours are

limited to eight per day and 44 per week and these hours may be exceeded only in emergency circumstances approved by the Minister of Labour.

A regulation under the Act was passed in 1940 and has been revised by Order in Council (P.C. 1954-2030) of December 22, 1954. This regulation provides that all cases of default in the payment of wages to employees of the contractor or other party charged with the payment of wages under a contract shall be referred to the Minister of Labour for investigation and determination of the amount in default and also provides that where a contracting department has occasion through a breach of contract by a contractor to seize his security and to withhold moneys due under a contract, that department shall immediately notify the Deputy Minister of Labour.

Order in Council (P.C. 1960-715) passed on May 26, 1960, amended this Regulation by adding a section to provide that, except where the Minister of Labour otherwise orders, all hours worked in excess of 44 per week shall be paid for on the basis of time and one-half the rate required to be paid under the contract and, where the Minister so orders, that all hours in excess of 8 per day be paid for on the same basis.

Appendix 2 — Canada Fair Employment Practices Act

The Canada Fair Employment Practices Act came into effect on July 1, 1953. It applies to employers and trade unions whose operations fall within federal jurisdiction and is designed to prevent and to eliminate discrimination in employment based on race, colour, religion or national origin. The Act prohibits the use of advertisements, application forms or other inquiries in connection with employment which express, directly or indirectly, any limitation, specification or preference as to race, colour, religion or national origin. The use of employment agencies that practise discrimination is also forbidden.

Appendix 3 — Canada and the ILO

The ILO was established in 1919 and survived World War II, during which time its headquarters was in Montreal, to become in 1945 one of the Specialized Agencies of the United Nations. Its aim in these 46 years has been to promote social justice by securing improvement of industrial and living conditions through national legislative action and through agreement between governments, employers and workers of member countries. The ILO is a tripartite organization in which representatives of governments, management and trade unions from 114 member nations meet regularly to discuss world industrial and social problems and their solution. Canada was one of the founding members in 1919 and has participated actively in the work of the Organization ever since.

The main organs of ILO are:

The Governing Body, an executive council of 48 members (24 government, 12 employer and 12 worker) plus deputy and substitute deputy members. Of the government members, 10 (including Canada) are states of chief industrial importance which have non-elective seats, and 14 are elected every three years, as are the other members. The Governing Body meets three or four times a year, usually in Geneva. It plans the work of the Organization and its regional conferences, industrial committees, committees of experts and other agencies, and discusses their findings and resolutions to promote future programs of activity in various sectors, and implementation of these programs by the Office and by member countries, and the yearly budget estimates required;

The General Conference, which meets annually in Geneva for the consideration of world problems in the labour and social fields, the adoption of the annual budget transmitted by the Governing Body, and the discussion and adoption of international instruments in specific technical labour and social areas; each member nation is entitled to send to the Conference four delegates (two government, one worker, one employer) with voting rights, plus technical advisers and observers;

The International Labour Office in Geneva, which acts as the secretariat, research and information centre, operational headquarters and publishing house for the Organization, under the Director-General, David Morse.

Branch offices are situated in various regions (including one in Ottawa), and field and liaison offices and national correspondents around the world to carry out essential functions, including the operational programs of the Organization.

The ILO has developed, at 48 International Labour Conferences up to 1964, an International Labour Code consisting of 122 Conventions and 122 Recommendations covering the whole spectrum of labour and social affairs, such as: industrial relations and freedom of association, conditions of employment and social security, protection of women and young persons at work, manpower and vocational training, industrial health and safety, human rights including freedom from discrimination in employment and equal pay for equal work, labour standards, and so forth. Various parts of the Code are constantly being reviewed and revised to bring them into line with modern standards and conditions.

Appendix 4 — Organization for Economic Co-operation and Development

The OECD grew from the Organization for European Economic Co-operation, and the Convention was signed by 20 member countries, including Canada, in December 1960. Its main objects are the promotion of economic growth, full employment and a rising standard of living, world trade expansion and aid to the less developed countries. Canadian membership involves participation in a wide range of activities related to these goals. The Canadian government takes part in meetings of the OECD Council and Executive Committee. Responsibility for co-ordinating Canadian participation lies with the Department of External Affairs, and the liaison is through the Canadian Permanent Mission to OECD in Paris. Business and trade unions have consultative status with the Organization through Canadian membership in BIAC (Business and Industry Advisory Committee) and TUAC (Trade Union Advisory Committee).

The Department of Labour participates primarily in the work of three OECD bodies:

The Manpower and Social Affairs Committee, with its concept of an active manpower policy and its special seminars and research projects;

The Scientific and Technical Personnel Committee, which deals with development and utilization of scientific and technical personnel; and

The Economic Policy Committee, especially the Working Party No. 4 on costs of production and prices.

Appendix 5 — The Technical and Vocational Training Assistance Act

The purpose of the Technical and Vocational Training Assistance Act is to provide financial assistance for the development and operation of technical and vocational training facilities and programs throughout Canada.

The Act authorizes the Minister of Labour to enter into an agreement with any province, for a period not exceeding six years, to provide for the payment to the province of contributions in respect of the costs incurred by the provinces in undertaking a program of technical and vocational training. Such training programs may be: for unemployed persons; for the training of persons in technical or vocational courses in regular secondary schools in the province, where such training is given as part of the regular secondary school program; for the training of teachers, supervisors or administrators to carry out technical or vocational training programs; for persons over the regular school leaving age who have left school and who require training to develop or increase occupational skill; for apprentices; for supervisors in industries; for the training of persons in the skills of science or technology and the application thereof, except where such training is designed for university credit; for disabled persons; and for the training of members or veterans of

the armed services, and training for departments or agencies of the Government of Canada.

The Minister is authorized to enter into an agreement with any province, for a similar six-year period, for sharing in capital expenditures incurred by the province on training facilities.

The Act makes provision for the continuation of agreements for training projects made under the Youth Training Act, 1939, or under the Vocational Training Co-ordination Act.

The Minister may, without reference to the provinces undertake programs of technical and vocational training for members or veterans of the armed services, and training for departments or agencies of the Government of Canada.

The Minister is also authorized to undertake and direct research pertaining to technical and vocational training and to disseminate information about such training.

Education, in so far as governments are concerned, is a provincial responsibility and, since vocational training is generally regarded as an integral part of the established educational system in each province, the federal Department of Labour has refrained from operating its own training programs and has relied on the provinces to provide suitable training for all purposes as set forth in the Act.

The full costs of training programs undertaken for the federal Government, or such lesser percentages as may be specified by agreement, are refunded to the provinces. Up to 75 per cent of the costs of other approved programs and, by recent amendment of the Act, an additional 15 per cent of training allowances for the unemployed, may be refunded to provincial governments, subject to the limitation of funds voted by Parliament for such purpose.

Agreements under the Act

The conditions and regulations currently governing federal financial assistance to the various types of training are set forth in the following two federal-provincial agreements effective under authority of the Technical and Vocational Training Assistance Act:

The Technical and Vocational Training Agreement

The Apprenticeship Training Agreement

The purpose of these agreements is to make available to every Canadian the opportunity for training that will be suitable in his case in order to bring about the total development of a competent Canadian labour force.

Appendix 6 — Federal Vocational Rehabilitation Assistance

Since May 1953 the Department, through the federal-provincial Co-ordination of Rehabilitation of Disabled Persons Agreements, has provided financial assistance to provinces to co-ordinate rehabilitation services for the handicapped. Under these Agreements the federal Government contributed to each province on a matching basis to help pay the salaries and travelling expenses of a Provincial Co-ordinator and staff and the costs of supplying other services necessary to the vocational rehabilitation of an individual. Nine provinces signed such Agreements and appointed Provincial Co-ordinators.

Also in 1953, the Department extended vocational training to the disabled under the Canadian Vocational Training Co-ordination Act and this has been continued under the Technical and Vocational Training Assistance Act. At the same time the National Employment Service made its special placement facilities available to the disabled who were considered ready for employment.

Grants for hospital construction, tuberculosis control, crippled children and mental health, available through the Department of National Health and Welfare, can in some instances be applied to rehabilitation projects. In 1953, the federal Government introduced the Medical Rehabilitation Grant, which was merged with the Crippled Children Grant in 1960 to become the present Medical Rehabilitation and Crippled Children Grant. Through this Grant, increased federal funds were made available to the provinces for

medical rehabilitation facilities and services, including prevention of crippling conditions, the training of rehabilitation personnel, and research studies in this field.

Under the terms of the Vocational Rehabilitation of Disabled Persons Act of 1961, new federal-provincial agreements for a period of six years became effective on April 1, 1962 and were signed by nine provinces.

Appendix 7 — What are Life Annuities?

A *deferred annuity* is one that begins on a future date, the purchase price being paid in a lump sum at date of purchase or being paid by instalments over the deferred period.

An *immediate annuity* is one that begins one month (usually) after the purchase price is paid, the purchase price being a single payment.

It follows that, in general, deferred annuities are bought by younger persons as a saving for old age and immediate annuities are bought by older people who wish to turn their savings into a lifetime income.

An annuity may be on one of three plans: ordinary life, guaranteed life, or contingent survivor. An ordinary life annuity ceases at death; a guaranteed life annuity is paid for at least the length of the guaranteed period, and as much longer as the annuitant lives; and a contingent survivor annuity is paid to one person while he lives and thereafter to a named second person if that person survives the original annuitant, the usual arrangement being an annuity to a man with continuation to his widow.

If the annuity is large enough it may be integrated with Old Age Security payments. That is, the annuitant may receive a larger monthly annuity payment to age 70* and a smaller payment after age 70, the reduction of annuity being offset by the Old Age Security payments. The result is a uniform income from commencement of the annuity instead of a sudden increase of income at age 70. This arrangement is not available for contingent survivor annuities.

Most Canadian Government Annuities are eligible for registration under Section 79B of the Income Tax Act which allows tax exemption on premiums, but in return the annuity is fully taxable as received. Otherwise, only the interest portion of the annuity is taxable income.

Pension plans are now operated by a master contract between the employer and the Crown. Each employee included in the plan is given a certificate stating that he is registered under the master contract. The contract, commonly called a group annuity contract, sets forth the terms and conditions for payment of premiums and payment of annuities. The premiums are tax-exempt and the annuities are fully taxable.

Booklets describing individual annuities or pension plans may be obtained from the Branch.

*This arrangement will be modified if the Old Age Security age is changed.

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CANADA
DEPARTMENT
OF LABOUR,
(ANNUAL)
REPORT

for the year ended
March 31, 1966



**ANNUAL
REPORT**

**FOR THE FISCAL YEAR ENDED MARCH 31
1966**

CANADA DEPARTMENT OF LABOUR

ROGER DUHAMEL, F.R.S.C.

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Ottawa, 1966

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CANADA DEPARTMENT OF LABOUR

340 Laurier Avenue West

Ottawa 4, Canada

The Department of Labour was established by The Conciliation Act, 1900 (S.C., 1900, Chap. 24) now the Department of Labour Act (R.S.C., 1952, Chap. 72). Under this Act the Department is authorized to collect, digest and publish in a suitable form, statistical and other information relating to the conditions of labour, to institute and conduct inquiries into important industrial questions, and to issue *The Labour Gazette*. At the present time the Department administers nine Acts (See page x).

Until January 1, 1966 the Department consisted of the following branches: Accident Prevention and Compensation, Administrative Services, Annuities, Civilian Rehabilitation, Economics and Research, Industrial Relations, Information and Labour Gazette, International Labour Affairs, Labour Standards, Legislation, Manpower Consultative Service, National Employment Service, Special Services, Technical and Vocational Training, and the Women's Bureau.

At March 31, 1966 the Department consisted of these branches: Accident Prevention and Compensation, Administrative Services, Annuities, Economics and Research, Industrial Relations, Information and Labour Gazette, International Labour Affairs, Labour Standards, Legislation, Special Services and the Women's Bureau.

The Accident Prevention and Compensation Branch administers the Government Employees Compensation Act through which compensation is provided to federal public servants who are injured while in employment. The encouragement of accident prevention activities and the establishment of effective safety programs throughout the public service is authorized by Section 13 of the Act. The Act allows workmen's compensation benefits to employees of the federal public service in much the same way as benefits are available to the employees of private industry. The adjudication and payment of federal employees' claims are carried out by the provincial workmen's compensation authorities. The Branch facilitates the processing of these claims, maintains liaison with employing departments and crown agencies as well as with provincial boards, and generally oversees the application of the statute. The provincial boards are regularly reimbursed for the awards of compensation made on behalf of federal employees, and a proportionate share of their administration expenses is paid.

The Branch also administers the Merchant Seamen Compensation Act by which compensation is provided to certain seamen for accidents arising out of and in the course of their employment, and to the dependents of seamen who die as a result of such accidents. Pilots, apprenticed pilots, and fishermen are not included, nor any seamen or their dependents that are entitled to claim compensation under any provincial workmen's compensation law or the Government Employees Compensation Act. The benefits and rates of compensation provided by the Merchant Seamen Compensation Act approximate those established by the Workmen's Compensation Acts of the Atlantic Provinces. The shipping companies are required to insure their risks of compensation arising under the Act and are liable for awards of compensation made by the Merchant Seamen Compensation Board. Each company pays an annual registration fee and, for administration purposes, an amount for each claim determined on the year's experience.

The Administrative Services Branch is responsible for the general administrative services that are necessary to the administration of the Department, including financial services, personnel, public records, office supplies, furnishings and equipment, data processing, etc. The preparation of the annual estimates and the establishment control function in consultation with branch heads are also the responsibility of this unit. The Director of the Branch acts as financial adviser to the Deputy Minister and is the senior personnel officer of the Department. Close liaison is maintained with the Civil Service Commission, the Treasury Board, the Department of Public Works and the Office of the Comptroller of the Treasury. The Branch comprises seven divisions: Accounts, Records, Equipment and Supplies, Library, Mechanical Tabulation, Personnel and Transcribing Services.

The Annuities Branch administers the Government Annuities Act, which provides for the sale of deferred and immediate annuities to Canadians either individually or as group pensions. The guiding principle of the Government Annuities program was stated in the preamble to the original Act of 1908: "Whereas it is in the public interest that habits of thrift be promoted and that the people of Canada be encouraged and aided thereto so that provision may be made for old age; and whereas it is expedient that further facilities be afforded for the attainment of the said objects..." The sale of annuities began on September 1, 1908.

The Economics and Research Branch serves as a central agency to survey and analyze economic and social trends as they involve the labour force of Canada. Within the scope of its activity is the study of wages and working conditions, union organization, collective bargaining, employment and unemployment, particular occupations, and the training and utilization of manpower. The findings of its surveys and the analyses of basic studies are reported to the Government, to the International Labour Office, to other organizations and to the general public. The activities of the Branch are divided into three broad categories: Labour-Management, Employment and Labour Market, and Manpower Resources. Dual functions are performed of compiling basic information within these three fields of operations and of conducting research dealing with the numerous labour problems that arise in the Canadian economy. On January 1, 1966, the Employment and Labour Market, and Manpower Resources Divisions of the Branch were transferred to the Department of Citizenship and Immigration pending the creation of the new Department of Manpower and Immigration.

The Industrial Relations Branch is responsible for the administration of the Industrial Relations and Disputes Investigation Act (R.S.C. 1952; c. 152) and the Canada Fair Employment Practices Act (S.C. 1952/53, c. 19). The functions and activities of the Branch include the appointment of conciliation officers and conciliation boards; the establishment of industrial inquiry commissions in labour-management disputes; the investigation of complaints of unfair labour practices, of refusal to bargain, and of other infringements under the legislation. It serves as the administrative agency for the Canada Labour Relations Board. Its officers process applications to the Board for certification and decertification of trade unions and supervise representation votes. The Branch is responsible, under the legislation aimed at preventing discrimination in employment based on race, colour, religion or national origin, for investigation of complaints of violation of the Act. It also administers policy and renders services related to the establishment and operation of labour-management committees and, for this purpose, works closely with the Economic Council of Canada.

The Information and Labour Gazette Branch provides a wide variety of information, publicity and promotion services for the Department and associated agencies, including the Canada Labour Relations Board, in line with the Department's policy of keeping the public and the press fully informed on the legislation it administers and on all federal activities in the labour field. In carrying out its promotional activities the Branch uses all media and publicity outlets, including newspapers, magazines, radio, television, films, direct mail, posters, billboards and transit advertising. It creates almost every form of advertising and publicity material to cover these media, from newspaper cartoons to film scripts. The Publications Division of the Branch edits, designs and arranges for production of all departmental publications, and stores and distributes those publications, other than those sold by the Queen's Printer. The Division publishes, by authority of Parliament (Sec. 4, Department of Labour Act, R.S.C. 1952, c. 72), *The Labour Gazette*, the official journal of the Department, now in its 66th year of publication. Produced in both English and French editions, the journal's purpose is to disseminate accurate statistical and other information relating to the conditions of labour. The Branch also supervises the Department's press clipping service, and operates addressograph, copying and duplicating services for the Department.

When the Department was designated in 1946 as the official link between Canada and the International Labour Organization, a branch was set up to handle this phase of the Department's functions. Now named the **International Labour Affairs Branch**, it is engaged to an increasing extent in various labour and social aspects of the United Nations and other international agencies, including most recently the Organization for Economic Co-operation and Development. The Branch co-ordinates and implements these international

responsibilities of the Department of Labour, in close co-operation with the Department of External Affairs and other federal departments, and in consultation with the provincial governments, the major workers' and employers' organizations, the Canadian agencies and institutions concerned with various international matters, and the public at large.

The Labour Standards Branch was established in August 1964 to administer the new Canada Labour (Standards) Code (S.C. 1964/65, Chap. 38) and to take over the administration of the fair wages policy on government contracts and the Female Employees Equal Pay Act, and the preparation of recommendations for pay rates for prevailing rate employees of federal government departments and agencies from the Fair Wages and Prevailing Rates Division of the Industrial Relations Branch.

The Legislation Branch is a research branch engaged in the study of legislation, in Canada and other countries, concerning: the relations between employers and trade unions; minimum standards in such matters as wages, hours of work or annual vacations; rules governing the working environment for the protection of the employees' health and safety; compensation for accidents; training of apprentices and certification of tradesmen; and discrimination in employment on grounds of race, colour, religion or national origin. It is the function of the Branch to make comparative studies of the ways in which the legislative bodies in Canada have dealt with these subjects and, on occasion, to examine what other countries where conditions are comparable have done about them. Necessarily related is the study of the court cases in which such laws are interpreted, the representations made by labour and management organizations to governments to make changes in the laws, reports of administrative authorities on their operations, and inquiries of Royal Commissions or other bodies into their effectiveness.

The main responsibilities of the **Special Services Branch** are the administration of the Municipal Winter Works Incentive Program, the Winter House Building Incentive Program, the Supplementary Federal Government Winter Construction Program, participation in the campaign to combat seasonal unemployment, the Federal-Provincial Agricultural Manpower Agreements and the program of organized movements of workers between Canada and the United States.

The Women's Bureau was established in 1954 to bring about a wider understanding of the role and contribution of women in the labour force, to encourage general competence and occupational skills among women workers looking to the advancement of their opportunities in employment, and to promote working conditions conducive to human well-being and efficient production. The Bureau examines existing data and studies concerning women workers and stimulates additional research by the Department and other appropriate research agencies; assembles information concerning women's employment and makes it available in such a way as to foster an informed approach to related problems; ensures continuing interchange of information regarding women's work between the Department and other public and private agencies, including women's groups and employer and labour organizations; advises the Department on programs affecting women workers and is available for consultation with other federal departments and provincial government agencies with respect to questions relating to women's work.

Branches Transferred January 1, 1966 to Department of Citizenship and Immigration

The Civilian Rehabilitation Branch administers the provisions of the Vocational Rehabilitation of Disabled Persons Act, which went into effect on April 1, 1962. Under this legislation the Branch co-ordinates the activities of federal government departments and assists provincial governments, as required, in the establishment, development and operation of a national rehabilitation program for disabled persons. It collects and disseminates information regarding vocational rehabilitation methods and services and maintains liaison with provincial authorities, voluntary agencies and professional associations regarding rehabilitation services for the disabled. The Division on Older Workers is responsible for the development and co-ordination of departmental activities designed to alleviate the difficulties of older workers in securing employment.

The Manpower Consultative Service is responsible for the administration of the Government's program of Manpower Assessment Incentives. This program calls for financial assistance to industry and labour in carrying out programs of research at the plant or industry level into the manpower effects of industrial change, and more particularly of technological change, and into the various ways and means by which manpower adjustments to such changes can be made in a way that will minimize human dislocations.

The National Employment Service maintains an employment service throughout Canada, gathers and disseminates information regarding labour demand and supply and deals with the movement of workers from one area to another. The Branch consists of seven divisions — analysis and development, selection and occupational research, special services, executive and professional, co-ordinator of women's employment, industry specialists, and miscellaneous services.

The Technical and Vocational Training Branch administers the provisions of the Technical and Vocational Training Assistance Act (S.C. 1960-61, c. 6). It co-operates with provincial government departments, employers' organizations, organized labour, and federal government departments and agencies, including crown companies and the armed forces, in the promotion, organization and development of all types of publicly financed training programs deemed necessary to fit persons for employment or to upgrade workers in their present occupations.

DEPARTMENT OF LABOUR

Minister of Labour	Hon. John R. Nicholson
Deputy Minister	George V. Haythorne
Executive Assistant to Minister	R. D. Fitzpatrick

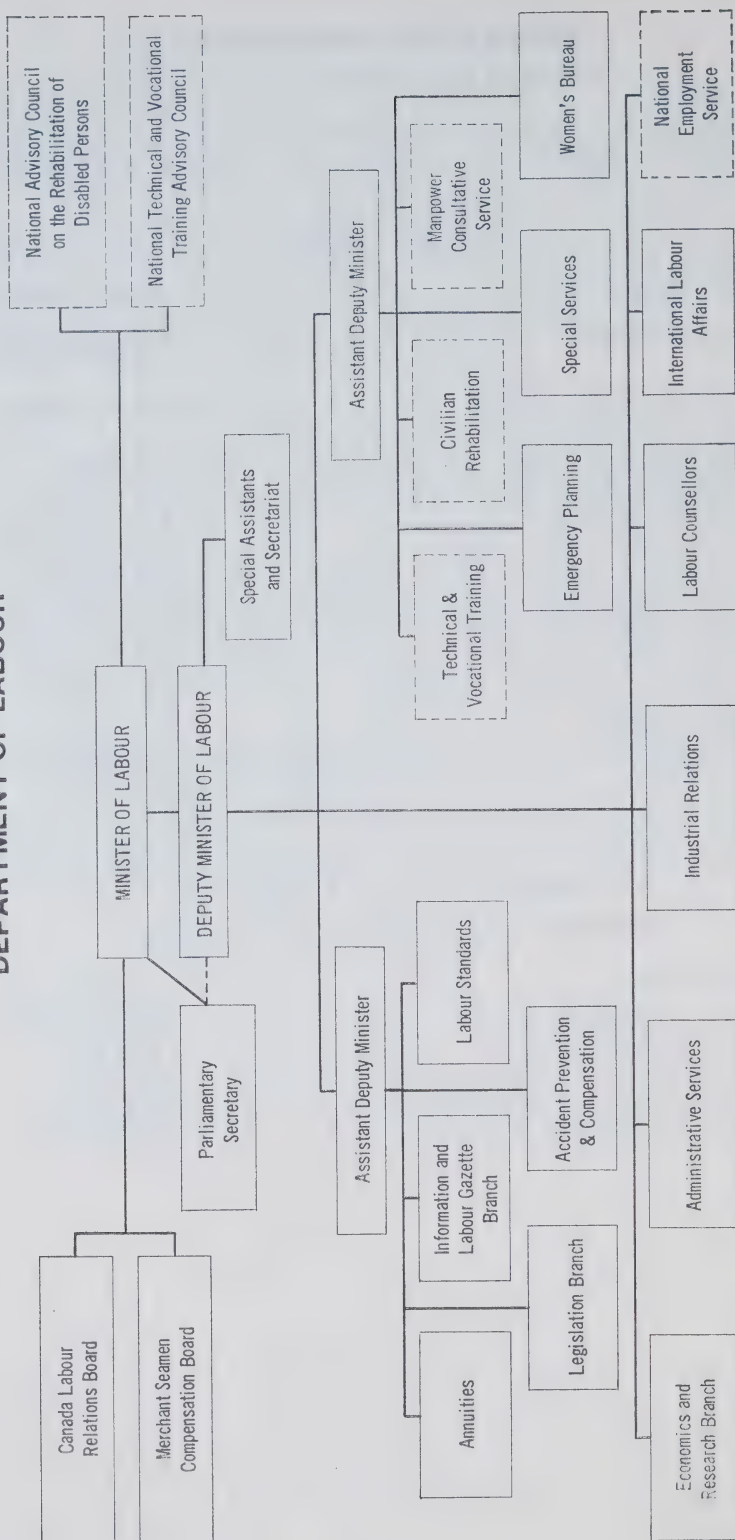
Principal Officers

Assistant Deputy Ministers	Bernard Wilson
Assistant to Deputy Minister	Raymond Ranger
Executive Assistant to Deputy Minister	Guy de Merlis
Director of Economics and Research	
Director of Administrative Services	P. R. Parent
Director of Personnel Administration	R. E. Crosby
Director of Industrial Relations	Bernard Wilson
Director of International Labour Affairs	John Mainwaring
Director of Annuities	C. R. McCord
Director of Information and Labour Gazette	G. G. Blackburn
Director of Labour Legislation	Miss E. Lorentsen
Director of Labour Standards	H. S. Johnstone
Director of Accident Prevention and Compensation	J. H. Currie
Director of Special Services	F. M. Hereford
Director of Women's Bureau	Miss Marion V. Royce
Departmental Solicitors	W. B. Davis
	H. B. McDonald

Transferred January 1, 1966 to Department of Citizenship and Immigration

Assistant Deputy Minister	W. R. Dymond
Director, National Employment Service	William Thomson
Director of Economics and Research	J. P. Francis
Director of Technical and Vocational Training	C. R. Ford
National Co-ordinator, Civilian Rehabilitation	Ian Campbell
Director, Manpower Consultative Service	G. G. Brooks

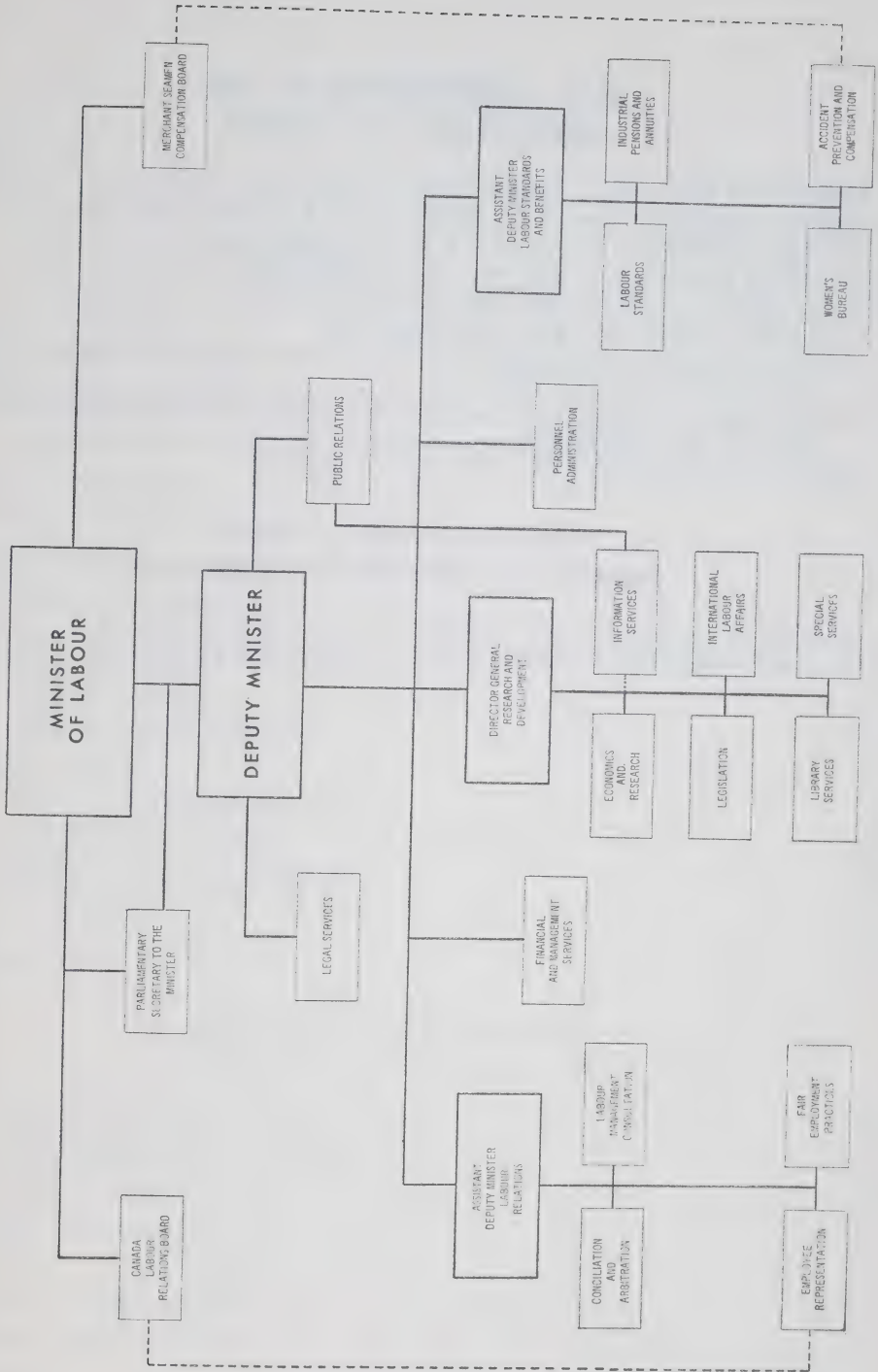
DEPARTMENT OF LABOUR



Components enclosed within broken lines were transferred to the Department of Citizenship and Immigration on January 1, 1966.

CANADA DEPARTMENT OF LABOUR
PLAN OF ORGANIZATION

March 1966.



ACTS ADMINISTERED BY THE DEPARTMENT OF LABOUR

Department of Labour Act — Revised Statutes of Canada 1952, Chap. 72
Industrial Relations and Disputes Investigation Act — R.S.C. 1952, Chap. 152
Fair Wages and Hours of Labour Act — R.S.C. 1952, Chap. 108
Canada Fair Employment Practices Act — S.C. 1952/53, Chap. 19
Female Employees Equal Pay Act — S.C. 1956, Chap. 38
Government Annuities Act — R.S.C. 1952, Chap. 132
Government Employees Compensation Act — R.S.C. 1952, Chap. 134, amended by R.S.C. 1952, Chap. 323; S.C. 1955, Chap. 33
Merchant Seamen Compensation Act — R.S.C. 1952, Chap. 178, amended by S.C. 1952/53, Chap. 16; S.C. 1957, Chap. 9
Canada Labour (Standards) Code — S.C. 1964/65, Chap. 38

Transferred January 1, 1966 to Department of Citizenship and Immigration

Technical and Vocational Training Assistance Act — S.C. 1960/61, Chap. 6
Vocational Rehabilitation of Disabled Persons Act — S.C. 1960/61, Chap. 26

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Introduction

The year that ended on March 31, 1966 was a time of many momentous changes in the Department of Labour. At the beginning of the period, April 1, 1965, after many months of careful planning, the Department assumed responsibility for the National Employment Service, which in the previous fiscal year had been separated from the Unemployment Insurance Commission. Thus was joined together Canada's federal employment service and units of the Department whose responsibility was the development, adaptation and efficient utilization of Canada's manpower resources, the promotion of employment and the reduction of unemployment. It was a further step in a program to co-ordinate manpower planning and strengthen manpower services.

Early in the year, in co-operation with the Civil Service Commission and Treasury Board, the Department took steps to strengthen the staff of the NES through substantial addition to personnel and through a major upgrading program. To assist in effecting this strengthening, the Department established a special Task Force; the Civil Service Commission and other federal government departments loaned several persons for the Force.

On January 1, 1966, the Department contributed its manpower-related branches and the NES to help form the nucleus of a proposed Department of Manpower. In the transfer, responsibility for the administration of two Acts was shifted to the new Department. Four complete branches and segments of five other branches, and six senior officers were moved.

The branches transferred in their entirety to the Department of Citizenship and Immigration were: the NES, Technical and Vocational Training Branch, Civilian Rehabilitation Branch and Manpower Consultative Service. The five branches of which parts were transferred were: Economics and Research Branch, Information and Labour Gazette Branch, Administration and Financial Services Branch, Personnel Administration Branch and Special Services Branch. Some employees were transferred from the Deputy Minister's office. The senior officers of the Department who moved to the proposed Manpower Department included an Assistant Deputy Minister, Dr. W.R. Dymond. Others transferred were: William Thomson, Director, National Employment Service; Dr. C. Ross Ford, Director, Technical and Vocational Training Branch; Ian Campbell, National Co-ordinator, Civilian Rehabilitation Branch; J. P. Francis, Director, Economics and Research Branch; and G. G. Brooks, Director, Manpower Consultative Service.

In the transfer, responsibility for the administration of two Acts was shifted to the new department. They were: Technical and Vocational Training Assistance Act (S.C. 1960/61, Chap. 6) and Vocational Rehabilitation of Disabled

Persons Act (S.C. 1960/61, Chap. 26). The Department of Labour retained responsibility for the administration of nine statutes.

During the summer of 1965 two important new programs were developed and a third one announced. The first two were: the Transitional Assistance Benefit Program, designed to help workers and their families who were adversely affected by employment dislocations resulting from the Canada-US Automotive Agreement, and a Manpower Mobility Program to help workers and their families move to new locations where employment was available. The third program, which was announced at the Federal-Provincial Conference in July 1965, was one designed to encourage experimental training programs for adult workers in a selected development area in each province.

In October 1965 the Department moved into a new 13-storey building, the Sir Wilfrid Laurier Building, 340 Laurier Avenue West, Ottawa. It was the first time in 24 years that all Ottawa units of the Department were collected under one roof; just before the move, the Department was dispersed in nine separate locations in the city. The ingathering of branches meant also the consolidation of some branches that had sections or units in separated locations.

On November 30, 1965 a report was submitted by Woods, Gordon & Co., the firm of management consultants engaged "to study the functions and organization of the National Employment Service and other branches of the Department directly engaged in activities relating to the development and use of manpower . . . ; to examine the functions and organization of the other branches of the Department in relation to that of the Department as a whole; to develop and recommend an organizational structure and division of responsibilities at all significant levels . . ."

The Prime Minister announced in December 1965 that he would recommend to Parliament the establishment of a Department of Manpower which would include sections of the Department of Labour and the Immigration Branch of the Department of Citizenship and Immigration. When making this announcement, the Prime Minister stated that the Department of Labour would retain its full responsibility for labour standards, the administration of the Canada Labour (Standards) Code, industrial relations under federal jurisdiction, and Canada's very important work with the International Labour Organization. It was subsequently agreed also that the Minister and the Department of Labour should actively maintain over-all interest in the labour field, including the development of employment policies, the inter-relationship between labour relations and manpower, technological change and labour-management co-operation. The Department of Labour, therefore, was again required to direct its attention to the form of organization required to meet its continuing responsibilities.

The absorption by the Department of the NES swelled the establishment from one of 758 positions to one of 6,016 positions. After the transfer to the new department, the establishment shrank to 626 positions. The revised organization for the Department is set forth in the chart on page viii. In preparing

this revised organization, the Department drew on a number of the proposals made by the management consultants in their report of November 30, 1965.

Earlier, the Manpower and Social Affairs Committee of the Organization for Economic Co-operation and Development issued a review of manpower and social problems, programs and policies in Canada. The review contained the conclusions of an international group of examiners appointed by the OECD who visited Canada in 1965. The team of examiners consisted of three international experts in the fields of employment, manpower and labour market policies. The OECD review said: "The Canadian Government has accepted the basic principles of an active manpower policy . . . During the last few years, this commitment has been implemented through a series of new far-reaching programs and administrative changes over the wide area of manpower and social policy. The vigour with which efforts in this area have been pressed, and the resources assigned to these new programs speak of the determination to implement an active manpower policy . . .

"Among the most original of the new programs are the winter employment schemes and the federal government service to aid labour and management in collective bargaining adjustments to technical change. The clarity of purpose is reflected in the modification of the experimental Older Workers Incentive Program, and the insistence on job development for the underemployed and unemployed in depressed areas. The Government has shown its flexibility in transferring the National Employment Service to the Department of Labour, and in defining its central role in ensuring the effective implementation of an active manpower policy.

"The federal Department of Labour has been performing a crucial role of stimulation, technical support, standards development and leadership in the areas where the provinces, for constitutional reasons, have primary responsibility, such as vocational and technical training."

Two significant industrial relations events during the year were the submission of the third report of the Board of Trustees of the Maritime Transportation Unions and the completion and release of the report of the Industrial Inquiry Commission appointed to inquire into the industrial situation arising from the running of certain trains of the Canadian National Railways through the terminals at Nakina, Ont., and Wainright, Alta.

Extensive use was made of the provisions of the Canada Labour (Standards) Code under which submissions may be made for deferment of the minimum wage and hours of work sections of the Act. For deferment of the hours of work provisions, 540 submissions were made, covering 4,239 establishments; 7 deferment orders were issued, 1 submission was rejected. For deferment of the operation of the minimum wage section, 250 submissions were made, 29 deferment orders issued and 12 submissions rejected.

The Department assisted the Unemployment Insurance Commission in the preparation of suggested amendments to the unemployment insurance system

through the establishment in September 1965 of an inter-departmental task force; the task force's research committee was guided by the Director of the Economics and Research Branch. The task force completed its work as the fiscal year drew to a close.

After research in the field of employment and manpower became the responsibility of the Department of Citizenship and Immigration, the Economics and Research Branch placed increased emphasis on research on wages and industrial relations and expanded its work on wages and costs of production; one part of this work is a study of the relationship between wage behaviour in Canada and her competitive position internationally. Studies are under way on the structure of collective bargaining, on pattern bargaining, on collective bargaining in specific industries, on trends in hours of work. The Branch established a new division in January 1966 to develop a research program in the field of federal jurisdiction industries.

At a labour-management conference in Lethbridge, Alta., in March, the Minister announced the intention to elevate the Labour-Management Co-operation Service to branch status. At the end of the fiscal year, 2,058 labour-management committees were functioning, compared with 1,957 a year earlier.

Sales of Canadian Government annuities dropped off as potential purchasers tended to wait for more details on the Canada Pension Plan and as buoyant stock markets attracted money to mutual funds and similar plans. Premium income decreased by \$2.5 million from the previous year's amounts and cash disbursements exceeded premium income by \$34.5 million; but interest of \$50 million produced an increase of \$13.9 million in the account after transfer of \$1.5 million to the Consolidated Revenue Fund.

The Legislation Branch has almost completed a comprehensive study of labour relations legislation in Canada and plans to issue a publication in the coming fiscal year. During the year under review, the Department issued 3,522 schedules of labour conditions for inclusion in government contracts, compared with 3,069 in the previous year.

During the year the Department suffered a great loss in the death of Assistant Deputy Minister Gordon G. Cushing, on October 9, 1965.

Appointments during the year included that of Bernard Wilson, formerly Director of the Industrial Relations Branch, as Assistant Deputy Minister with particular responsibility for labour relations matters; and of R.E. Crosby as Director of the newly formed Personnel Administration Branch; R. E. Taillefer was named Assistant Director of that Branch.

Industrial Relations

Two significant matters in the field of labour relations continued to occupy the Department's attention during the year under review.

Board of Trustees of the Maritime Transportation Unions — The board's third report was tabled by the Minister in the House of Commons on February 14, 1966. A summary of the more important activities follows.

The report recorded the encouragement given by the trustees to the Seafarers' International Union of Canada to initiate reform of its much-criticized constitution, to reform its hiring hall procedures and, in general, to increase membership participation in union affairs. These courses of action were followed to pave the way for the SIU to be re-admitted to the Canadian Labour Congress. Among other benefits to be gained, the trustees stressed that re-admission of the SIU to the CLC would bring the SIU back within the mainstream of the Canadian labour movement and subject it to the CLC rules providing for the determination of inter-union jurisdictional disputes.

The trustees hoped that the machinery to maintain lasting peace in the shipping industry — a workable system of industrial self-government — would be created well before December 1966. They had urged that foundations should be laid for more sophisticated and stable unions and for a viable management association within the maritime industry. The trustees hoped also that this goal would be attained by the creation of sound relationships by contract, requiring joint union-management action in areas such as the administration of hiring halls, shipping rules, job security rules, manning rules, safety and training programs, and welfare pension plans.

The trustees pointed out that they had consistently followed their policies of segregating licensed and unlicensed groups into separate bodies and of integrating each group into one strong union. To this end, discussions were held between the various licensed groups. These negotiations were not completely successful, but some progress seems to have been made, and this might lead to a national merger of some of these groups. The trustees believe that if affiliation of the SIU with the CLC is accomplished, then integration of the maritime unions can be effected over a period of years, either by greater informal co-operation or through formal contractual arrangements.

In the area of training for licensed and unlicensed seamen and subject to further study of research data, the trustees hope to recommend the certification of all Canadian unlicensed seamen under the general terms of the Certification of Able Seamen Convention, 1946, adopted by the General Conference of the International Labour Organization. The trustees believe that such course of action would result in a general improvement of the quality and skill of each

seaman and encourage successful candidates to continue their studies up to the certified officer level. The trustees caution, however, that the success of this proposed measure would depend largely on the extent to which management and the several unions can co-operate with the interested government agencies to establish and support a practical training program that could be integrated with their daily operations.

Dealing with manning and safety, the trustees accept in principle that the minimum crew, consistent with safe operation of a ship, should be determined by regulation and that the question of additional crew should be governed by a collective agreement provision, thus making any impasse subject to arbitration. The principal concern of the trustees, however, is that the parties set up machinery to determine crew size by arbitration where joint action is not possible. This would ensure that the highly charged issue of job security does not again cause a major conflict.

On the question of hiring halls, the trustees concluded that the maritime hiring hall, even as constituted at present, is both useful and necessary and that before any legislation is considered in this regard a thorough investigation of the whole problem should be carefully considered. The trustees maintained their position that the formation of industrial self-government, by creating a balance of power between unions and management, was a most desirable goal that should not be interfered with.

The trustees drew attention to the new SIU constitution, which had been drafted during the year, submitted to the union membership, and adopted by referendum ballot, and considered the new constitution basically sound.

Industrial Inquiry Commission on Canadian National Run-Throughs — Hon. Allan J. MacEachen, then Minister of Labour, released in December the 60,000-word report of Hon. Mr. Justice Samuel Freedman, the Industrial Inquiry Commission appointed to examine problems of "run-throughs" on railways.

"Mr. Justice Freedman in his exhaustive inquiry has thrown a great deal of light," the Minister stated, "on the implications of technological change for workers directly affected, for management, for communities and for government.

"He has had to struggle with one of the key economic and social problems of our day. He has presented some far-reaching conclusions for dealing with the adjustment problems involved.

"The recommendations will require very careful consideration by all concerned, particularly since some of them would involve important innovations."

Mr. MacEachen also expressed his gratitude to Mr. Justice Freedman for undertaking the long and difficult task and said it was fortunate that the Department had been able to persuade a man of Mr. Justice Freedman's ability to take the appointment.

Mr. Justice Freedman, of the Manitoba Court of Appeal, was appointed in November 1964 under Section 56 of the Industrial Relations and Disputes

Investigation Act to inquire into the industrial situation arising from the running of trains of the Canadian National Railways through the terminals of Nakina, Ont., and Wainwright, Alta.

On October 25, 1964, CNR proposed to run certain trains through the Nakina and Wainwright terminals, and some 2,800 railway trainmen, conductors, firemen and engineers booked sick, seriously affecting railway operations.

The commission, under its terms of reference, inquired into the industrial situation arising from the running of CNR trains through the two terminals, including incidental and related matters, and reported to the Minister its findings and recommendations applicable in this case as well as for similar situations that might arise in future.

The headquarters of the commission was in Winnipeg. Evidence was obtained from many interested persons and parties at various points across Canada. The running trades unions directly concerned (the Brotherhood of Locomotive Engineers, the Brotherhood of Locomotive Firemen and Engineers, and the Brotherhood of Railroad Trainmen), other trade unions, the CNR, and municipal authorities made submissions to the commission. The hearing continued over some six months and ended in May 1965.

Conciliation Services

The disputes making most demands on the Department's conciliation service were those affecting grain elevators, mining, atomic energy, shipping, airline, and trucking operations.

Grain Elevator Operations — The conciliation board appointed in the previous year to deal with a dispute that affected five West Coast grain elevator companies and the International Union of United Brewery, Flour, Cereal, Soft Drink and Distillery Workers of America, Grain Workers Union, Local 333, reported to the Minister on March 8, 1965. A majority report was made by R. J. S. Moir, Chairman, and E. P. O'Neal, nominee of the union, both of Vancouver; W. Scott Neal of Winnipeg, nominee of the employers, filed a minority report.

Among other things, the majority report recommended wage increases of 15¢ an hour retroactive to December 1, 1964, and 15¢ an hour effective December 1, 1965, in a two-year agreement commencing December 1, 1964. The union said it would accept the recommendations of the majority report provided Alberta Wheat Pool, one of the companies, would abandon its court proceedings against the union. This legal action arose from a work stoppage in September 1964. The companies rejected the recommendations of the majority report.

A strike began on June 2, 1965, affecting the operations of Alberta Wheat Pool, but no action was taken against the other four companies. On June 7, the Minister appointed Dr. G. Neil Perry as Industrial Inquiry Commission to inquire

into the dispute. Dr. Perry mediated with both parties throughout July and early August. Union members met on August 13 and ratified the proposals for settlement put forward by Dr. Perry. In general, the settlement terms provided for \$100 lump sum payment and a total wage increase of about 48¢ an hour spread over three years to each employee, and the abandonment of the lawsuit by Alberta Wheat Pool against the union. The men returned to work on August 16, 1965. The dispute affected some 450 grain handlers.

Mining Operations — A conciliation board was established on July 5, 1965 to deal with a dispute between Hudson Bay Mining and Smelting Co. Ltd., and Flin Flon Base Metal Workers' Federal Union No. 172 and seven international craft unions. Members of the board were: Hon. Mr. Justice C. Rhodes Smith of Winnipeg, Chairman; H. B. Monk, Q.C., of Winnipeg, employer's nominee; and Harry Waisglass of Toronto, union nominee. The board reported in September 1965.

The majority report, by Mr. Justice Smith and Mr. Waisglass, recommended, among other things, wage increases of 6 per cent retroactive to April 16, 1965, with further increases of 5 per cent on April 16, 1966 and an additional 3¢ an hour from the date of ratification of the agreement for all craftsmen at the level of first-class tradesman or higher. Mr. Monk filed a minority report. The dispute was settled shortly after the Minister released the report and the settlement terms were based in the main on the majority recommendations of the board. Some 2,300 employees were involved.

Atomic Energy Operations — During the year, a conciliation board dealt with a dispute between Atomic Energy of Canada Ltd. and The Atomic Energy Allied Council. The Allied Council comprises some ten international and national CLC-chartered unions. The board consisted of J. A. Hanrahan of Windsor, Chairman; G. W. Brown of Ottawa, company nominee; and Murray Tate of Toronto, union nominee.

The board was successful in arranging a settlement of the dispute. The agreement was ratified by the employees on September 2, 1965. The terms of settlement provided that the higher employee classification groups would receive a total wage increase of 30¢ an hour in three stages over a two-year agreement. Progressively lesser wage increases were given to the lower classification groups on the same basis. The dispute involved some 1,100 employees in the company's plant at Chalk River, Ont.

Shipping Operations — To deal with a dispute between a number of Great Lakes shipping companies, represented by the Canadian Lake Carriers Negotiating Committee, and the Canadian Merchant Service Guild, Inc., the Minister appointed a conciliation board on September 23, 1965, consisting of Trevor R. Smith, Chairman; Ross Drouin, Q.C., of Quebec City, company nominee; and Henry G. Rhodes of Ottawa, union nominee.

A majority report was filed by Mr. Smith and Mr. Rhodes, and a minority report by Mr. Drouin. Both reports were received by the Minister on December 1,

1965. The majority report stated that the making of conclusive recommendations was hindered by the Guild, since it had earlier made an agreement with another Great Lakes shipping company and insisted that this agreement had to be made the basis for a settlement in this dispute. The majority report presented in detail the issues that came before the board but, in effect, could recommend only that the parties return to the bargaining table. The minority report objected to the Guild's demands that the companies should accept the same terms of settlement negotiated earlier with the other shipping company. The report was not acceptable to either party. Although a number of deck officers walked off their ships at certain Great Lakes ports on December 3, it was not until about December 9 that a full-scale strike began. Actually, the strike was suspended in late December by the closing of the shipping season. Meanwhile, conciliation officers of the Department were making every effort to have the parties agree; after many meetings, a settlement was reached in March 1965. The settlement provided for a 17-per-cent wage increase spread over a three-year agreement. The dispute had affected some 600 deck officers.

Air Line Operations — To hear a dispute between Air Canada and the Canadian Air Line Pilots Association, the Minister established a conciliation board on October 27, 1965, consisting of W. H. Dickie of Toronto, Chairman; and Stanley Hartt and H. M. Sparks, both of Montreal, nominees for the employer and union respectively.

The board was successful in arranging a settlement between the parties. The terms included a 7½-per-cent wage increase retroactive to October 1, 1965, a further 7½-per-cent increase effective February 1, 1966, and an additional increase of 5½ per cent effective February 1, 1967. The new collective agreement was for a period of 30 months from October 1, 1965. The dispute involved some 700 pilots.

Trucking Operations — On October 21, 1965, the Ontario and federal Ministers of Labour established a conciliation board to deal with a dispute between the Motor Transport Industrial Relations Bureau of Ontario and five local unions of the International Brotherhood of Teamsters. The Bureau represents some 55 trucking companies whose operations are within federal and provincial jurisdiction. The Chairman of the board was His Honour Judge J. C. Anderson of Belleville. The companies' nominee was J. W. Healy, Q.C., of Toronto, and the union's nominee was Murray Tate of Toronto.

The board reported on December 20. Judge Anderson and Mr. Healy filed a majority report and Mr. Tate a minority report. Recommendations in the majority report were based, in the main, on a previous memorandum of agreement, which had been rejected by the union, and advised changes in the effective dates of the wage increases, which in all came to about 53¢ an hour. Provision was made also for a gradual reduction in hours of work over the term of a 41-month agreement.

The Bureau accepted the majority report and the local unions rejected it. On the weekends of January 9 and January 16, 1966, at the request of the Teamsters union, officers of the federal and provincial Departments of Labour supervised a membership vote on the board's recommendations, limited to the Toronto and Kingston local unions. The other three union locals at London, Hamilton, and Windsor, conducted their own vote. Union officers reported later that the recommendations were rejected.

Federal and provincial conciliation officers resumed mediation of the dispute. On January 20 the men walked off the job at the terminals of Kingsway Transports, McAnally Freightways and Reliable Transport. The Bureau instructed their member companies to shut down operations and a work stoppage became general. Many meetings between the parties were held under the auspices of officers of both Departments of Labour throughout February and March. The issues in dispute had been reduced and progress made but a settlement had not been reached at the close of the fiscal year and the work stoppage continued, affecting some 9,000 drivers and mechanics.

**Conciliation Proceedings under the Industrial Relations and Disputes Investigation Act,
by Disposition of Cases, Fiscal Year 1965-66 and from Inception* of Act**

	1965-66		From Inception to March 31, 1966	
	<i>Number of Disputes</i>	<i>Number of Workers Directly Affected</i>	<i>Number of Disputes</i>	<i>Number of Workers Directly Affected</i>
Disputes being dealt with by conciliation officers at beginning of period	29	4,168	—	—
Disputes referred to conciliation officers	105	30,865	1,167	841,295
Total	134	35,033	1,167	841,295
Disputes settled by conciliation officers	67	5,140	744	211,352
Disputes not settled by conciliation officers	36	21,867	371	619,399
Disputes which lapsed; no further action required	1	3	22	2,521
Disputes being dealt with by conciliation officers at end of period	30	8,023	30	8,023
Total	134	35,033	1,167	841,295
Disputes being dealt with by conciliation board at beginning of period	6	1,820	—	—
Disputes in which parties were considering conciliation board recommendations at beginning of period	5	891	—	—
Disputes referred to conciliation boards	35	126,037	387	1,427,207
Total	46	128,748	387	1,427,207
Disputes settled by conciliation boards	23	8,678	289	973,529
Disputes not settled by conciliation boards	6	9,729	70	342,881
Disputes which lapsed; no further board action required	2	73	13	529
Disputes in which parties were considering conciliation board recommendations at end of period	3	251	3	251
Disputes being dealt with by conciliation boards at end of period	12	110,017	12	110,017
Total	46	128,748	387	1,427,207

*September 1, 1948

Other Proceedings under the Industrial Relations and Disputes Investigation Act*

Complaints of Failure to Bargain — The Minister received no complaints during the fiscal year under Section 43 of the Act. It is under this section that a party to collective bargaining may make a complaint in writing to the Minister of Labour that another party to the collective bargaining has failed to comply with the provisions of the statute relating to the commencement of bargaining or with the requirement that parties shall make every reasonable effort to conclude a collective agreement.

Since the Act came into force, the Minister has received ten complaints under Section 43. Two were withdrawn and eight referred to the Canada Labour Relations Board for investigation.

Applications for Consent to Prosecute — The Minister received 222 applications for consent to prosecute under Section 46 of the Act during the year. Twenty of the requests were granted, one was rejected, eight were withdrawn, two lapsed, and 191 were pending at the end of the year. These were from six Ontario-based interprovincial trucking companies for consent to prosecute 195 persons, less four applications that had been withdrawn.

Since the Act came into force, the Minister has received 333 applications for consent to prosecute. Eighty-one applications have been granted, 18 refused, 2 referred to industrial inquiry commissions and settled, 4 referred to conciliation officers and settled, 12 withdrawn, and 25 have lapsed; 191 were pending.

Complaints of Violation of the Act — Twelve complaints of alleged violations of provisions of the Act were made to the Minister during the year — complaints by persons claiming to be aggrieved because of such violations are permitted under Section 44. Ten cases were referred to conciliation officers and four of these cases have been settled; six were unsupported by evidence, or were otherwise not settled. One complaint was withdrawn and one has developed into granting of consent to prosecute.

From inception of the Act to the end of the year there were 102 complaints under Section 44. In one case the complaint was rejected after receiving a reply from the party complained of. In nine cases the Minister appointed industrial inquiry commissions under Section 56; one complaint was settled and eight, which were found to be unsupported by the facts, were dismissed. Fifteen complaints were settled by conciliation officers; 16 other complaints were not settled or were dismissed when found to be unsupported by the facts and, of the remainder, 26 were withdrawn, 16 lapsed, and 19 resulted in either the granting or the refusal of consent to prosecute.

Industrial Inquiry Commissions — During the year, one commission was appointed under Section 56 of the Act, which empowers the Minister to appoint an Industrial Inquiry Commission to enquire into industrial matters and alleged violations of the Act. Since inception of the Act, 35 such appointments have been made.

* See Appendix 1 for synopsis of the Act.

Canada Labour Relations Board

Members held meetings on 43 days during the year. Some two-thirds of their time was taken up by oral submissions from representatives of 45 employers, 36 trade unions, and various other parties appearing before the Board. However, most of the cases that came before the Board were decided without the need for hearings.

Certification Proceedings — The CLRB received 150 applications for the certification of bargaining agents during the year, affecting 16,963* workers; another 17 applications were being processed at the close of the previous year. Of these 167 applications, affecting 27,994* workers, 70 have been granted, 28 rejected, 35 withdrawn, and 34 are pending. During the year, 19 representation votes in applications for certification, and one vote in an application for revocation of certification, were ordered.

From inception of the Act to March 31, 1966, the CLRB has received 1,799 applications for certification, affecting some 236,990* workers; 1,031 applications have been granted, 369 rejected, 365 withdrawn, and 34 are pending. In that period, 295 representation votes in applications for certification, and 16 votes in applications for revocation of certification, have been ordered.

Complaints of Failure to Bargain — During the year no complaints have been received by the Minister under Section 43 of the Act alleging that a party had failed to bargain collectively; therefore no complaints have been referred to the CLRB.

From inception of the Act to March 31, 1966, the Minister has referred to the CLRB eight complaints concerning failure to bargain collectively. In three cases orders were issued requiring the respondents to bargain collectively with the complainants; one order was later revoked. Four complaints on the grounds that Section 43 did not apply to the matters in dispute were dismissed, and the withdrawal of another such complaint was permitted.

Applications for Revocation of Certification — The Act provides (Section 11) that where, in the opinion of the CLRB, the bargaining agent no longer represents the majority of employees in the unit for which it was certified, the certification of the bargaining agent may be revoked. The CLRB is also authorized (Section 61(2)) to reconsider, vary, or revoke its previous decisions or orders.

Nine applications for revocation of certification were received during the year; of these nine, six were granted and three refused.

Since inception of the Act, the CLRB has received 67 applications for revocation; 41 have been granted, 24 refused, and 2 withdrawn.

* Preliminary estimates, subject to revision.

Applications for Procedure for Final Settlement of Disputes Concerning the Meaning or Violation of Collective Agreement — The Act prescribes (Section 19) that, where a collective agreement does not contain a procedure for the final settlement of differences concerning the meaning or violation of the agreement, an application may be made to the CLRB for the provision of such a procedure. No such application was received during the year.

Since inception of the Act, 17 applications have been received; eight have been granted, three rejected, and six settled without the necessity for an order.

Labour-Management Co-operation Service

Marked progress was made during the year in joint consultation by labour and management and in their acceptance of the fact that the benefits derived from co-operation are mutual.

Labour, management and government organizations demonstrated their willingness to work together in joint undertakings. Enthusiasm was evident at a labour-management conference held in Lethbridge, Alta., on March 9, 1966. This conference was co-sponsored by the federal and provincial Departments of Labour, City of Lethbridge, Chamber of Commerce, Canadian Manufacturers' Association, Builders' Exchange, Labour Council, and the Alberta Federation of Labour. Representatives from these organizations numbered 132 and topics of automation and technical advancement were discussed throughout the one-day session; 164 delegates attended the dinner, with Hon. John R. Nicholson as guest speaker. Discussions are being held with other provincial authorities to set up this conference program at various places in Canada.

During the year 142 new committees, representing 42,905 employees, were added to the number of functioning labour-management committees; 41 committees, representing 11,555 employees, were dropped for reasons such as inactivity, plant closures, or consolidation of operations in administrative changes or plant mergers. Thus, 2,058 committees were functioning by March 31, 1966, compared with 1,957 at March 31, 1965, representing 615,634 employees in 1966 compared with 584,284 in 1965.

Joint consultation through labour-management co-operation committees, contributing to greater understanding, took place in mining, forestry, manufacturing, the retail and wholesale trade, hospitals, and municipal services. Suggestions were put forward regarding improved efficiency, the quality of products, safety, the reduction of waste, housekeeping, care of equipment, absenteeism, communications, and plant operations in general. Some of the committees are now investigating the deeper social and economic problems caused through the introduction of automation and technological changes.

The increasing interest in joint consultation between labour and management has led to greater status for the service, and on March 9, 1966, the Minister

of Labour formally announced that the service would soon become a separate branch of the Department.

The service issues a news bulletin *Teamwork in Industry* ten times a year. The mailing list exceeds 24,000. Activities of committees across the country are reported on as well as items of interest to management and labour.

A catalogue of material available to labour-management committees has been issued for the first time. Management and labour representatives of each committee were supplied with copies of the 1966 *LMCS Material Order Book* and the material could be ordered at the beginning of the year, or as required throughout the year.

Some 76,000 copies of the monthly bulletin *Let's Discuss* were distributed to assist committee discussions in a wide range of subjects. Posters and pay envelope stuffers illustrating the subjects of these bulletins were also distributed to encourage employees' participation in the activities of the committees. Altogether, 85,000 posters and 792,000 pay envelope stuffers were distributed during the year, as well as another 5,000 posters to labour-management committees on the subjects of retraining employees and improving competition.

More than 8,000 copies (5,000 in English and 3,000 in French) of the 25-page publication *Today's Need for Joint Consultation* were distributed to labour, management and government organizations in Canada, as well as to other individuals upon request. The demand exceeded expectation and another 2,000 copies in English have had to be reprinted.

A revised edition of the leaflet *Working Together*, describing the aims and purposes of a labour-management committee, was distributed by the LMCS field representatives.

Labour-management committees were first promoted in Canada under the auspices of the government by the Industrial Production Co-operation Board during World War II. Because of their contribution to the war effort in many industries, their operations were continued afterwards. The Labour-Management Co-operation Service was established in the Industrial Relations Branch of the Department of Labour in 1947 to promote and service these labour-management committees.

A much broader acceptance and understanding of the value in expanding the scope of labour-management discussion is evident today in the way subjects such as automation, technological changes in production methods, work force mobility and retraining, have all become included in a committee's agenda. Positive objectives, tangible results and economic rewards for the benefit of employers, employees and unions, and for Canada and all her citizens, are stressed in the Department's program.

The service has a staff of 11 industrial relations officers, located at Amherst, N.S.; Montreal and Trois-Rivieres, Que.; Ottawa, Toronto and London, Ont.; Winnipeg, Man.; and Vancouver, B.C.

Canada Fair Employment Practices Act

Since the Canada Fair Employment Practices Act (see Appendix 2) came into effect, 37 formal complaints have been received. All have been settled through mediation measures. There have been no summary convictions for violation of the provisions of the Act.

Officers of the Branch attend national and international meetings on discrimination in employment sponsored by interracial groups and government agencies. The Branch provides advisers to various community groups that are establishing antidiscrimination committees.

During the year advertisements concerning the provisions of the Act were placed in the foreign language press of Canada and in other publications. Existing pamphlets published by the Department were reprinted and distributed. One new pamphlet was printed and will be distributed during the next fiscal year, and another new pamphlet is in preparation.

Films that deal with the problems of offering unprejudiced economic and social opportunities for minority groups were purchased by the Department and distributed through the facilities of the National Film Board.

Economics and Research

Wages and Industrial Relations Research

An increased emphasis on research on wages and industrial relations problems has resulted from the change in the responsibilities of the Department that took effect January 1, 1966. The Branch is making plans to strengthen resources in this area of its work and to expand the program of research begun in the Branch before the change was announced. Under this program work went forward during the past year on studies of collective bargaining, wages and hours of work.

Research has continued on the structure of collective bargaining and on pattern bargaining; it was begun during the latter part of 1964. Part of this study is being done in co-operation with the Economic Council of Canada. Data are being abstracted from the Department's file of collective agreements and from other sources for the years 1953 through to 1965 and are being put on computer for data processing. It is expected that a study, dealing with the structure of negotiating units, wage increases, increases in selected "fringe benefit" items, as well as wage and selected fringe benefit levels, will be completed in late 1966.

In addition, considerable work has been done on studies of collective bargaining in the pulp and paper industry and the iron and steel industry. Other individual industry studies are in the planning stage. These industry studies will supplement the findings of the aggregative studies presently in progress, and are designed to give a greater understanding of the factors affecting collective bargaining as well as more information on the extent and nature of pattern bargaining in Canada.

In the summer, the Organization for Economic Co-operation and Development published a study of the relationship between wage differentials and labour mobility. The study, which includes statistics and analyses for Canada and a number of OECD countries, was carried out by a group of experts established by the OECD for this purpose. A senior member of the Branch was Canada's representative. A supplement to the study published by the OECD in March 1966 gave abstracts of articles prepared by the experts for use in the study. The supplement also includes three contributions by experts describing labour markets and methods of wage determination in Canada, France, and the Netherlands.

The Branch expanded its work on wages and costs of production. One part of the work deals with a study of the relationship between wage behaviour in Canada and her competitive position internationally. The study examines wage behaviour and its impact on costs in a number of manufacturing industries. Statistics for this part of the study, which extend back to 1953 and, for some parts of the analysis, back to the pre-war period, are now being revised and brought up to date.

During the year the Branch also began an economic and statistical analysis of wage-price relations in Canadian industry with data being used back to the early 1950's. The study relates wage and price advances with such variables as productivity, employment, output, profits, product market concentration, and unionization. The relations are being examined on a macro or aggregate basis as well as on an industry-by-industry basis utilizing the extensive industry statistics that are available in Canada.

Work continued on a study of trends in hours of work. An analysis of the factors affecting the current structure of hours of work in Canada was included in the Industrial Relations Research Association volume *Hours of Work* published during the summer. Since then, the Branch has expanded its study on hours of work. An extensive historical series is near completion, going back to 1920 with some data back to 1901. The series will provide information, by region and industry, on trends in standard or normally scheduled weekly hours and hours paid for. In addition, an institutional and economic analysis of hours of work is in progress. This analysis attempts to discover the critical factors affecting hours of work and to assess the relation between hours of work, output and employment.

An analysis of pension plan provisions in collective agreements of major companies is now being prepared for limited circulation. The analysis provides information in tabular form on a number of characteristics of these plans.

During the year members of the staff prepared reports on collective bargaining and wages for internal use. In addition, members of the staff participated in conferences and seminars held in North America and Europe.

Research Related to Industries under Federal Jurisdiction

A number of industries, in whole or in part, come within federal jurisdiction for labour legislation purposes, and this authority is derived from the British North America Act. The specific industries and undertakings, which Parliament has exclusive power to regulate and control, are those of a national, interprovincial or international nature. Parliament has further authority to regulate undertakings or businesses that are wholly within a province but have been declared by Parliament to be for the "general advantage" of Canada or two or more provinces. Examples of industries under federal jurisdiction are air, rail and water transportation, radio and television broadcasting, banking and grain elevators.

The Department administers a number of labour Acts that deal with various aspects of industrial relations and wages and working conditions; for example, the Industrial Relations and Disputes Investigation Act, which establishes certification and conciliation procedures for collective bargaining, and the Canada Labour (Standards) Code, which establishes standards for hours of work, minimum wages, annual vacations and holidays with pay, for workers employed in federal jurisdiction industries. Legislation on a Labour Safety Code is also proposed.

A new Division, which was established in the Economics and Research Branch in January 1966, has as its objective the development of a broad and intensive research program in the field of federal jurisdiction industries to study and develop data on industrial relations, wages and working conditions. Such data are required to meet operational needs, to assess the effectiveness and adequacy of existing legislation, and to provide a basis for further policy and legislative action.

At present, data on wages and working conditions in the federal jurisdiction sector are being developed to assess the impact of the Canada Labour (Standards) Code. A special survey of wage rates in federal jurisdiction industries was conducted in May 1965. Tabulations on working conditions in these industries are also being developed from the May 1965 "Annual Survey of Working Conditions". These two sources of information will provide a picture of wages and working conditions in federal jurisdiction industries prior to the coming into operation of the Canada Labour (Standards) Code in July 1965 and will permit comparisons to be made with similar data obtained from other surveys in this sector.

As well, it is proposed to develop other data to ascertain the impact of the Labour Code. Of importance here are the adjustments made by employers to bring wages and working conditions into line with the Labour Code and the effect of such adjustments on employment, costs, productivity and prices.

A number of other research projects that can yield useful information relevant to the federal jurisdiction sector are being undertaken in the Branch. These concern the structure of collective bargaining in Canada, trends in hours of work, and studies of collective bargaining agreements provisions relating to matters such as wages and working conditions, technological change and job security.

Of relevance also are two special studies of the railway industry. The first is a study, begun in 1963, of the industrial relations aspects of technological change in the railway industry. A case analysis of the Canadian Pacific Railway Company's Angus Shops in Montreal attempts to determine the changes that have taken place in collective agreements and labour-management practices under the impact of technological change. The study also illustrates, by way of examples, the ways in which specific collective agreement provisions have affected the work histories of men displaced through technological change. The necessary field work was completed in January 1965. The report is now almost completed and will be published in the Labour-Management Research Series in 1966. The second study concerns the railway running trades and this also will be published shortly. This study examines the effects of the 1920 McAdoo Award on the running trades in Canada in terms of wage structure, working conditions, work rules and organization, and describes the evolution of the payment system and working conditions from the time of the McAdoo Award to 1965.

It will be the task of the new Division to utilize all these sources of information to add to the fund of knowledge about industries under federal jurisdiction.

The Division will be concerned also with research in a number of basic areas, of which impact studies of the Labour Code and the proposed Safety Code form an important part. Another basic research area concerns the ways in which the industrial relations system functions in federal jurisdiction industries; related also is a study of the role and the effectiveness of the industrial relations system in the adjustments made to technological and other economic changes. The findings of the Freedman Report underline the need for research on the workings of the industrial relations system as a basis for formulating policies that will help to improve its effectiveness both in terms of the public's interest and of the parties involved.

Collective Bargaining

The Branch has continued to provide a monthly review of major labour-management negotiations in Canada, listing the unions and employers engaged in bargaining and the progressive stages of negotiations, and giving summaries of the terms of settlements. This information was supplemented by semi-annual tables on wage settlements reached as a result of collective bargaining. All agreements covering 500 or more employees, except for the construction industry, were included.

The review was prepared with the assistance of the Industrial Relations Branch and appeared as a regular feature in *The Labour Gazette* until the end of 1965. Now, the "Collective Bargaining Review" is published monthly as a supplement to *The Labour Gazette* in English and French editions.

As in previous years, extensive use was made of the up-to-date file of collective agreements maintained in the Branch for ready reference in providing data for administrative purposes and in dealing with an increasing number of enquiries from companies, unions, various government agencies, and the general public. Among these undertakings was an analysis of selected provisions in collective agreements covering hospital employees across Canada.

An analysis of 25 types of provisions included in major collective agreements effective in Canadian industries also was completed. The results of this study will be published shortly. During the year, work went forward on a study of a wide range of provisions in major collective agreements effective in the Canadian manufacturing industries. It is expected that the results of this study also will be made available in the near future.

An analysis of provisions in collective agreements that covered office employees in Canadian manufacturing industries was undertaken with a view to publishing the statistical frequency of the contents; the preliminary analysis had been completed by the end of the year.

During the year a great number of collective agreements in several industries, including iron and steel products manufacturing, printing and publishing, the pulp

and paper industry, and truck transportation, were examined to ascertain what measures labour organizations and employers were taking to deal with manpower problems related to technological and industrial changes. This study revealed the existence of a number of provisions for advance notice and consultation, retraining, transfer of employees, relocation expenses, and employment and income security. These provisions, which were classified on the basis of their substance, were also the subject of a paper delivered by a senior official of the Branch in November 1965 to the French-Canadian Association for the Advancement of Science at the University of Montreal.

Labour Organizations and Labour Disputes

For the fifty-fourth consecutive year a survey was made of national and international union headquarters, central labour congresses, and independent local organizations. The information obtained in the survey was published in *Labour Organizations in Canada, 1965*. This handbook included statistical tables on union membership as well as a comprehensive directory of labour organizations operating in Canada and listed the names and addresses of their principal officers, their publications, and the distribution of their locals or similar units by province.

An annual survey of union locals was also carried out during the year. The data obtained in this survey of more than 7,000 locals across the country provided the basis for compiling figures on union membership by industry, by province and by labour market area. These statistics were published in *The Labour Gazette, LXVI, No. 1* (Jan.-Feb. 1966), p. 21-25, entitled "Industrial and Geographic Distribution of Union Membership in Canada in 1965".

The arrangement in effect with several provinces, under which the survey of labour organizations is conducted on a co-operative basis, was continued during the year. This joint arrangement made it unnecessary for the five provinces involved to undertake their own surveys of labour organizations.

Work was started during the year on a study of trends in union membership in Canada. The objective is to provide a perspective on the structure, size and growth, of the labour movement as one of the key institutions in the economic life of the country and to attempt to determine and evaluate the factors that have influenced its growth. Initial steps involved the assembling of data on union membership and employment, and the arranging of data in a manner that would facilitate analysis. Work is continuing on this project.

Under the terms of the Corporations and Labour Unions Returns Act the Department keeps on record, and makes available for inspection, copies of Section A of the returns filed by labour unions under the Act; these give particulars on the organizational structure of unions, including names and addresses of union and local union officials, membership, collective agreements, trusteeships, and the provisions of the constitution.

Another edition of the annual review *Strikes and Lockouts in Canada, 1964* was published during the year. In addition, a considerable amount of information on work stoppages is contained in *The Labour Gazette*. A series of tables are published each month showing the number of work stoppages, the number of workers involved, and the duration of work stoppages in man-days. Breakdowns of these data are shown by jurisdiction and by industry. Also, the work stoppages that involve 100 or more workers are listed for the month. This listing contains the names of the parties, the starting and termination dates, and brief statements on the issues and results as far as can be determined. This information for the strikes and lockouts program is based on reports obtained from local offices of the National Employment Service.

Surveys

The Division conducts two major surveys annually: the survey of Wage Rates, Salaries and Hours of Labour, on October 1, and the survey of Working Conditions, on May 1.

Survey of Wage Rates, Salaries and Hours of Labour—The 1965 survey covered some 30,000 employer-reporting units and more than 1,000 occupations in nearly all sectors of Canadian industry. Approximately 81 per cent of all employers surveyed returned a completed questionnaire. During the past year, some 1,800 paying subscribers, representing a substantial section of management, labour and research agencies across Canada, received the results of the 1964 survey. The results of this annual survey are published in loose-leaf form from March to July and, later, in a 400-page bound volume, *Wage Rates, Salaries and Hours of Labour*.

In addition, extensive tabulations of wage and salary information were prepared during the year to cover a number of special enquiries from labour, management and research workers. As in past years, data from the survey were supplied to several organizations, including the Pay Research Bureau of the Canada Civil Service Commission, several provincial governments, the International Labour Organization, the Primary Textiles Institute, the Retail Council of Canada, and the National Dairy Council.

Survey of Working Conditions—The 1965 survey was based on a mailing list of some 38,500 employer-reporting units. This list was expanded in 1965 to include hospitals, water transportation, and federal and provincial levels of government. The information gathered will be included in the 1965 edition of the annual publication, *Working Conditions in Canadian Industry*. Published in a bilingual format, the 1965 report presents, on industrial, national and provincial bases, the incidence of the following working conditions: hours of work, frequency of pay-days, reporting pay, minimum call-out pay, paid statutory and public holidays, vacations with pay, health benefit plans, collective agreements, uniforms and club or association membership fees.

Industrial Accident Statistics Including Elevator Accidents

During the year a study on developing comprehensive data on employment injuries in Canada was continued in co-operation with the provincial Workmen's Compensation Boards. This study is an attempt to solve conceptual and definitional problems, to evaluate the operational aspects of collecting and reporting data, and to adapt Canadian statistical methods to international standards. Federal-provincial interchange of the data has continued.

With the co-operation of the Workmen's Compensation Boards and other federal and provincial agencies, the Branch has regularly published information on employment injuries in *The Labour Gazette*, the *Canada Year Book* and other publications.

The Branch assisted provincial labour departments in exchanging information on elevator accidents, acting as a central agency, and prepared an annual report.

In anticipation of the enactment of the Safety Code, the Branch began a special statistics and analysis program to cover employment injuries in works, undertakings and businesses within the federal field of jurisdiction. The possibility of including injuries occurring in the Public Service of Canada, as a part of the Branch's general program on employment injury statistics and analysis, has also been considered.

General Economic Analysis

The General Economic Analysis Division, which was established in January 1966, is a new division of the Branch. The main responsibility of the Division is to provide analyses of general economic movements, including policy developments, with special emphasis on those likely to have an impact on the activities of the Canada Department of Labour. The Division will also provide advice on economic matters to senior officials of the Department. The Division will be participating in development and research projects associated with the fields of responsibilities of the Special Services Branch and the Women's Bureau. During the past year, staff now associated with the Division were consulted frequently by the Special Services Branch in relation to the administration of policies designed to reduce winter unemployment, and also continued with research into methods of measuring seasonal fluctuations.

Responsibilities for preparing population and labour force projections hitherto assigned to the Economics and Research Branch will probably be transferred to the new Department of Manpower and Immigration in the near future but, for the present, these projections are being prepared in the General Economic Analysis Division. Major projects in this area carried out in the year ended on March 31, 1966, included the following:

Outline of the theoretical background of a study on future labour supply in Canada.

Review of the 1964 ILO *Report on Manpower Assessment and Planning in the USSR*.

Reply to OECD questionnaire "Survey of Demographic Trends" accompanied by extensive tables of estimates of the Canadian population, with and without migration, by single age groups and selected groupings, and of the active population and its distribution.

Projections of the occupational distribution of the labour force, 1951-1961-1971, by sex and years of schooling (0-4, 5-8, 9-12, 13+ years). Extensive tables for all occupational groups, as well as for professional occupations, clerical occupations, commercial and financial occupations, manufacturing and mechanical occupations, transportation and communication occupations, personal services occupations, construction occupations and occupations in primary industries.

Reply to the question: "What special problems does the impending change in the age distribution of the Canadian population entail for manpower policy?" in connection with an OECD questionnaire.

Labour force forecast for the second quarter of 1966, which required an estimate of the population and of immigration and emigration.

Preparation of questions for the 11th session of the Manpower and Social Affairs Committee of the OECD.

Preliminary estimates of the labour force for the years 1964-1970.

Review of the Department of Immigration "Survey of Manpower Requirements".

Preliminary report on the Economic Council's "Population and Labour Force Projections".

Research into the expected growth of the Canadian population and labour force between 1964 and 1970.

Inquiries Section

During the year ended on March 31, 1966, more than 1,500 inquiries were dealt with; nearly one third were concerned with wage statistics. Certain inquiries of a highly technical nature were handled by specialists within the Branch.

Information on labour matters was prepared for the *Canada Year Book* and the official handbook, *Canada 1965*, both published by the Dominion Bureau of Statistics.

Statistical material was compiled and co-ordinated with data supplied by DBS for the ILO *Year Book of Labour Statistics*. Statistics on wage rates and hours of labour for many occupations in various industries were also compiled for the ILO for publication in the statistical supplement to the *International Labour Review*.

A biennial report to the ILO was completed in 1965. This described the application in Canada of Convention No. 63 on Statistics of Wages and Hours of Work and covered the period from July 1, 1963, to June 30, 1965.

Information was compiled for the use of ILO industrial committees, namely, the Metal Trades Committee at their 8th Session in 1965, and the Inland Transport Committee and the Petroleum Committee for their next sessions to be held during 1966. For this latter committee much work was done in preparing answers to three questionnaires pertaining to Canada's petroleum industry. Work was also carried out on the choice of a definition of "skilled worker" in connection with a study by the Department on the desirability of Canada's assent to ILO Convention 102 regarding Minimum Standards of Social Security.

Another task accomplished in 1965 for the ILO was a reply to the "Questionnaire Concerning the Availability of Labour Statistics Relating to Forestry (including Forest Industries)" in Canada.

The list of publications of the Economics and Research Branch was revised and distributed. This list included references to related reports prepared by other branches of the Department, particularly the Legislation Branch, the Women's Bureau, and the Technical and Vocational Training Branch.

Responsibilities include the answering of most of the inquiries sent or referred to the Economics and Research Branch—if the desired information is not available within the Department, reference to other sources is given whenever possible—and the distribution of Branch publications in accordance with special mailing lists.

Research Grants

The Branch continued to administer the Labour Department-University Research Program, with which it has been associated since the inception of the program in 1951. Under this program the Department, in co-operation with representatives of Canadian universities, has awarded grants annually to faculty members and postgraduate students to assist in carrying out research projects in the fields of industrial relations, manpower policies, and other related matters with respect to the functioning of labour within the Canadian economy. During 1965, the Department made 14 grants, bringing the number of such grants to 109 since the inception of the program.

The Labour Department-University Research Committee also administers a program of International Fellowships under which grants are awarded to senior Canadian scholars for research studies in the fields of manpower, industrial relations and general labour problems, to be carried out at the International Institute for Labour Studies at Geneva, Switzerland. This program was inaugurated in 1965 and two fellowships were awarded.

Other Activities

Members of the staff were involved in the development and administration of the Transitional Assistance Benefit (TAB) Program introduced in 1965 to assist workers laid off as a result of the operation of the Canada-USA Automotive Agreement. The agreement is designed to increase efficiency and achieve a substantial expansion of production and employment in the automotive and parts industries in Canada. It is expected that this major reorganization will create certain transitional problems for some workers and firms. The TAB program is designed to help meet these problems by providing assistance benefits to eligible workers. A worker's benefit would range from 62 per cent to 75 per cent of his weekly pay, depending on the number of his dependents, provided that the benefit would not exceed 65 per cent of the average weekly wage and salary paid in the motor vehicles and motor vehicle parts industries. The duration of benefit is based on the length of employment in these industries.

To March 31, 1966, applications received for benefits under the TAB program numbered 365. Of these, only 30 were allowed and the amount paid out in benefits totalled \$3,482.

Most of those who claimed benefits under the TAB program were disqualified because they were eligible for Supplemental Unemployment Benefits (SUB), a private unemployment payment scheme provided for in the collective agreements of a number of Canadian companies. Under the regulations of the TAB program, workers eligible for benefits under SUB may not be paid benefits under the TAB program unless their employer agrees to pay the Government an amount equivalent to what would have been paid out in benefits under SUB. In these instances, the companies concerned did not agree to make such payments to the Government.

A research study, *Studies in the Economics of Education*, was published under the auspices of the Department in July 1965. Number 4 in the Occasional Paper series, it deals with expenditures, values and levels of education and training required by the Canadian labour force.

Divisions Transferred to Department of Citizenship and Immigration

Manpower Resources Division — During the period April 1, 1965 to December 31, 1965, the Manpower Resources Division inaugurated an expanded program of research to assess the manpower resources of the Canadian economy and the demands that will be made on them. A preliminary study of the supply of manpower in Canada in 1970 by level of education was begun in November, and work continued upon an initial study of manpower requirements by industry, occupation and level of education; this study will attempt to establish the implications of the growth of the Canadian economy for investment in training. A pilot study of changes in the occupational structure of a small group of firms was begun.

In the field of research in high-level manpower, the Division began work on a major study of the current and future demand for and supply of engineers in Canada, and started a pilot study of the geographical mobility of a group of scientists and engineers.

In order to provide a better basis of information for the developing interest in scientific and professional manpower in Canada, and to supply some of the needs of an expanded research program, proposals for an improved high-level manpower information service were presented in December to the Professional Manpower Advisory Committee. During the period, the *Directory of Canadians Studying in the United States* and the *Directory of Canadians Studying in the United Kingdom* were published.

The Division was engaged in the setting-up of a study of geographic mobility of manpower, using data obtained from a 20-per-cent household sample carried out concurrently with the 1961 Census. A preliminary report was prepared and further data have been arranged for completion of a detailed study in the coming year.

A brief survey of the feasibility of gathering job vacancies data was conducted and a preliminary report was prepared and circulated. A working paper was also prepared on definitions and methodology of job vacancies research.

During the year, the Division carried out research and prepared a working paper on some aspects of occupational classification.

Extensive work was carried out on the analysis of statistical data generated by the Manpower Mobility Program. In the early part of the year, attention was devoted to the development of methods and procedures for reporting the statistical data acquired under the Program. Later, the Division continued developmental work and prepared detailed statistical reports at regular intervals for internal circulation.

Work was carried out on the development of a model of labour market behaviour, utilizing hirings and separation rates.

The Branch participated with the Dominion Bureau of Statistics in the analysis of unpublished data on gross movements in the labour force.

The Division was responsible for the quarterly *Employment Forecast Survey* and the twice-yearly *Employment-Unemployment Outlook*, published for restricted distribution. In addition, certain incidental material, e.g., monthly charts on layoffs in manufacturing, was prepared for inclusion in various O.E.C.D. publications. The first draft of a study, *Manpower Implications of Prospective Technological Change in Eastern Canadian Pulpwood Logging*, was prepared by members of the Division and copies were circulated to an expert review panel.

Employment and Labour Market Division — During the period April 1, 1965 to December 31, 1965, the Employment and Labour Market Division prepared regular reviews of present and future labour supplies and requirements by

areas and industries. Employment and unemployment conditions were assessed separately for all local labour market areas across the country. An increasing amount of statistical work was carried out, particularly with respect to small areas where the work related in particular to the operations of existing government programs and to changes in these programs, and the possible development of new manpower measures. The Division continued to prepare reports on employment, productivity, seasonality, and related programs.

The Division participated in a basic review of the Government's Area Development Program. New criteria were developed for the selection of areas eligible for special government assistance. Under the revised program, the results of which were announced in August 1965, the designated areas became financially more attractive to expanding industries. The program, which is administered by the Area Development Agency, Department of Industry, provides for more effective financial incentives to new manufacturing and processing enterprises that become effective in designated areas.

The Division also participated actively in preparing reports for international organizations. Reports dealing with the labour market situation were prepared for the I.L.O., O.E.C.D. and the United Nations.

The joint Press Release was prepared regularly in the Employment and Labour Market Division each month and issued under the joint auspices of the Department of Labour and the Dominion Bureau of Statistics.

The Division prepared for publication each month in *The Labour Gazette* statistical data and analysis of changes in the labour market situation in five economic regions and more than 100 labour market areas.

Occupational Research Division — The development of an expanded program of occupational research, analysis and information was started in September with the appointment of a Chief of Division. Emphasis was placed on the need in Canada for a standard multi-purpose classification and dictionary of occupations, which is required not only for manpower research and the formulation of policies and programs but also for statistical survey purposes, such as the Census, and operational needs, such as counselling, placement, training, rehabilitation, migration, and information. Preliminary planning for this classification and dictionary was begun by the Division in conjunction with the Dominion Bureau of Statistics.

The Occupational Analysis Section carried out a review of its program and drew up a five-year plan in terms of publications on occupations. The Canadian Occupations Monographs are now widely used in educational establishments, the National Employment Service, the Immigration Department, the Technical and Vocational Training Branch and in the many other agencies concerned with the guidance of youth or with the problems of mature workers. A new title, *Mechanical Repair Occupations*, has been completed to bring to twelve the number

of booklets in the series. Details such as the nature of work, preparation and training required, personal qualities and future outlook for over 500 occupations are now included in the series.

A new edition of the filmstrip, *Careers in Home Economics*, has been completed in conjunction with the National Film Board of Canada. The filmstrip, *Electronic Computer Occupations*, was entered in the American Film Festival in New York and was awarded the Blue Ribbon, the major award for a filmstrip. *Careers in Library Science*, another in the series, was runner-up for this award.

With the acquisition of staff, work was revived on the preparation of occupational definitions for inclusion in the annual *Survey of Wages, Salaries and Hours of Work in Canada*. Training courses for occupational analysts were developed and provided, and a total of 81 occupational definitions were prepared.

A bibliography of government publications related to careers was produced and provision was made for its continuous revision. Through a contract arrangement, work was started on a bibliography of occupational materials produced in Canada by publishers other than federal government departments.

In keeping with current classification structures, a total revision of the system of documentation for printed material on occupational and industrial information was inaugurated.

An Occupational Trends Section was established to prepare bulletins on trends and forecasts of career opportunities.

The Branch and the Dominion Bureau of Statistics conducted a second joint survey of the incidence of training programs in industry for semi-skilled and skilled workers, technicians, first-line supervisors, professional and management personnel.

An examination of the operation of Program 5 of the federal-provincial training agreements was instigated. Following conclusion of a pilot study conducted in 1964, a national study was designed involving some 50,000 unplaced applicants registered with the National Employment Service and some 30,000 trainees enrolled in Program 5.

International Labour Affairs

Although the responsibilities of the International Labour Affairs Branch have steadily increased with the expansion of its activities in the labour and manpower phases of the work of the United Nations, specialized U.N. agencies and other international organizations, the main area of Branch activities continued to be the co-ordination and supervision of Canada's participation in the International Labour Organization.

International Labour Organization

There were about 20 ILO* meetings during the year, and Canada was represented at half of these, usually by tripartite delegations.† The Branch made arrangements for Canadian delegations, including their briefing and reporting.

The ILO Governing Body (in three sessions) and the 49th ILO General Conference (June 1965) continued, as a major topic, the discussion of changes required in program and structure to meet the complex problems of world economic and social developments. Increased budgets for 1966 and 1967 were examined and approved, preparatory plans for a new headquarters building in Geneva were discussed, the conclusions of numerous committees and meetings of experts were noted and passed for action, and an extensive program of forthcoming meetings was approved.

George V. Haythorne, the Deputy Minister of Labour and Canada's representative on the ILO Governing Body, ended his term as chairman in June 1965. He was appointed a member of the Board of Directors of the International Advanced Training Centre in Turin, Italy, which began operations in October 1965.

Early in 1966 the Department made its first annual contribution of \$50,000 to the International Advanced Training Centre at Turin, and its second contribution of \$30,000 to the International Institute for Labour Studies at Geneva; in connection with the second of these, another \$20,000 is reserved each year for one or more fellowships to assist selected economists to undertake research at the institute in fields of labour economics that are of current importance.

Technical assistance activities, supported from the regular ILO budget and from United Nations aid funds, continued to expand, particularly to the less developed countries that have recently joined ILO. In 1964 out of a total of more than \$14 million that the ILO used in operational activities, 34.7 per cent was spent in Africa, 24.2 per cent in Asia, and 21.3 per cent in Latin America.

*A description of the ILO is published in Appendix 3,

†Particulars of individual meetings, including the ILO General Conference, were published in *The Labour Gazette*.

Of the total, 76.7 per cent was expended on experts sent on missions to countries, 16.1 per cent on equipment, and 7.2 per cent on fellowships and trainee programs abroad. The greatest amount, 44 per cent, was used to assist manpower organization including vocational training; 24.7 per cent to assist labour conditions and administration; and 16.1 per cent to assist productivity and management development. The amounts spent on co-operation, small-scale industries and handicrafts, 11.9 per cent, and on social security, 3.3 per cent, were less than before, as the requirements of the less developed countries in these sectors were being met and priorities had changed.

Numerous Canadian experts were assigned to missions in the developing countries, and trainees from these countries were sent to Canada on ILO fellowships. Arrangements for experts and trainees were made by the Branch.

To assist in reporting to ILO on Canadian law and practice compared with ILO standards, the Branch consulted with federal departments, provincial departments, employer and worker organizations, and other agencies on various labour matters. With a view to the early ratification of a comprehensive package of ILO Conventions, both federal and federal-provincial in content, studies and consultations were continued with the federal and provincial departments concerned.

In co-operation with the provinces and the major employer and worker organizations, preliminary planning for the 8th American Regional Conference of ILO Member States was begun. This conference is to be held at Ottawa, for the first time in North America, in September 1966. This, together with the composition of Canadian delegations at ILO general conferences and the problems connected with ratification of and reporting on ILO Conventions, was discussed at a meeting of federal and provincial ministers of labour and senior officials in January.

Organization for Economic Co-operation and Development

The Branch continued to develop its co-ordinating work in the Department's sector of OECD* activities, in co-operation with the Economic Division of the Department of External Affairs.

Officers of the Department and, in certain cases, business and labour representatives, participated in committee sessions, seminars, working parties, policy reviews and country studies arranged under various OECD programs in the economic planning, manpower development and training fields with which the Department is concerned.†

In view of the proposed creation of the new Department of Manpower and Immigration, discussions are proceeding concerning the realignment of OECD responsibilities and the programs that will result.

*A description of OECD is published in Appendix 4.

†Particulars of some of these meetings and activities were published in *The Labour Gazette*.

Other Activities

Within the Department's terms of reference, the International Labour Affairs Branch also looks after a wide range of other matters that have international implications. The Branch advises the Department of External Affairs and other departments on subjects within the scope of this Department that may arise in the United Nations or other specialized agencies such as UNESCO, and participates in the co-ordination of Canadian government policy in such areas.

The Branch develops information on labour and employer organizations, industrial relations, and manpower and social questions, both in other countries and on international level, as background for policy at international meetings and as a basis for policy formulation on related subjects within Canada, and in response to inquiries from various organizations and agencies within Canada. To this end, it maintains communication with labour attachés and with External Affairs officers both in Ottawa and overseas, helps to keep them informed on manpower and social conditions in Canada, and prepares studies and reports as required.

After appropriate consultations, the Branch formulates the Canadian Government's position on technical assistance questions at ILO meetings, and analyzes and assesses ILO programs in this area, as well as related United Nations programs. It also advises on Canadian technical assistance projects in the labour field, whether under ILO or other auspices, and helps to administer programs as required, including occasional training programs for External Aid trainees in the labour field.

In general, any inquiries, reports, resolutions and other documents with international connotations pertaining to the work of the Department of Labour are referred to the Branch. These include queries from government departments and industry about wage rates, trade union organizations and other labour conditions in foreign countries, and similar queries received from foreign countries about conditions in Canada.

Administrative Services

With the transfer of the National Employment Service to the Department of Labour in April 1965, the demand for support services increased proportionately and the Branch had to be reorganized and strengthened. During this transitional period the Department was assisted by the Unemployment Insurance Commission and the Civil Service Commission, and their assistance is gratefully acknowledged. The UIC continued to provide office accommodation, accounting and general office services for the NES field organization, and the CSC worked closely with the Department to meet staffing needs.

Subsequent to the proposals on organization by the Management Consultants and the recommendation of the Glassco Commission on the personnel function within government, the separation of the personnel administration from that of the financial and management service was planned in anticipation of the larger role that would be expected of each. However, a Director of Personnel Administration was not appointed until March 1966.

Accounts Division — This Division acts as a clearing centre in the processing of all accounts from the various departmental branches for the issue of cheques, including accounts covering goods and services and claims under federal-provincial cost-sharing agreements. It maintains books of account of all departmental encumbrances and expenditures, and provides comprehensive financial statements on the costs of programs administered by the Department. At the year-end, the Division was going through a transitional period with regard to the transfer of certain departmental branches and functions to the Department of Citizenship and Immigration, pending the creation of the new Department of Manpower and Immigration.

The Division is also responsible for the pre-audit of travel expense claims that was formerly carried out by the Office of the Comptroller of the Treasury. With the passage of the Canada Labour (Standards) Code new accounts were opened to record the receipts and disbursements made by various companies and corporations about unclaimed wages, vacation and overtime pay, and violations of the labour code. Comparative statements of expenditures under the various appropriations, as well as by objects of expenditure for the year ended March 31, 1966, accompany this report.

Records Division — The basic structure of this Division was changed during the year into four distinct self-contained units as well as a separate unit for personnel records to better serve the needs of the Department. It also became responsible for mail and messenger services.

New and expanded services necessitated the introduction of a new file classification system and a revised system of card indexing. Plans were also developed to program the screening and retention of files.

With the move to the Sir Wilfrid Laurier Building, extra footage of shelving was acquired for records and storage facilities in general. Some 29,000 new files originated during the year, and 39,417 files were catalogued for storage under the regular program of reviewing files. Authority was obtained from the Government of Canada Public Records Committee to destroy 1,352 files that had no further reference value.

Equipment and Supplies — This Division is responsible for procuring, storing, issuing and accounting all items of stationery, office equipment, furniture and furnishings for the operation of the Department at headquarters and in the field. With the transfer to the Department in April 1965 of the NES with 240 field offices, heavy responsibilities were imposed on this Division; fortunately, experienced staff were acquired through transfers from the UIC and they provided the necessary assistance to handle the extra work load. However, staff was reduced on January 1, 1966, with the transfer of manpower units to the Department of Citizenship and Immigration.

Library Services — The Library, set up originally for the use of departmental officials in 1900, is now the most extensive labour library in Canada. It serves as a source of information and as a lending library for other departments as well as for employers, unions, students and the general public. There was a marked increase in the volume of work produced in the microfilm, circulation and reference sections of the Library.

The provision of proper shelving and reading room facilities have been carefully planned in the Sir Wilfrid Laurier Building and this has made a significant impact on the use of the Library Services by staff members and the public.

Mechanical Tabulation Division — This Division contains a punch-card machine installation for the processing and tabulating of statistical and financial data for the various branches of the Department — in particular the Annuities, Economics and Research, Special Services (in connection with the Winter House Building Program) and Technical and Vocational Training. Explanatory work was undertaken and test runs made to determine the feasibility of applying data processing methods to the work of the Labour Standards Branch.

During the year updated and revised computer methods were studied with a view to converting the existing computer programs so that they could be processed through the Government's Central Data Processing Bureau. Not only would the development of such a conversion program improve efficiency, but it would give greater capability and scope in using the computer for expanded and new programs.

Transcribing Services — Besides providing typing and stenographic services, the Transcribing Units act as centres for training stenographers and typists and for supplying trained and experienced staff to other branches of the Department. The workload includes the taking and transcribing of shorthand and machine dictation, and the typing of minutes of meetings and conferences, statistical tables, brochures, pamphlets and trade analyses for xerography and duplication.

During the year, a training program was established for orientation and basic training of new staff. This program has proved beneficial in contributing to the efficiency of the Transcribing Units.

With co-ordinated services, daily output has increased up to 40 per cent since the introduction of linecount, and the volume of work has increased by approximately 35 per cent.

Personnel Division — This Division provides services on policy, legislation and regulations to the branches as well as to individual employees of the Department. The Division conducts promotional competitions, reviews establishments, and arranges training programs for staff development.

With the transfer of the NES from the UIC on April 1, 1965, the establishment of the Department increased by 4,156 positions to 4,955 from an establishment of 799 positions, as compared with 758 for the previous year. Field and headquarters staff responsible for the administration of the new Canada Labour (Standards) Code were increased, the Manpower Consultative Service was expanded and the Department's staff functions required strengthening in the areas of personnel, finance and in the study of managerial effectiveness.

Detailed studies were being carried out before and after the transfer of the NES to provide an improved employment service for the industry and the public. As a consequence, the departmental establishment of 4,955 positions was increased by 1,066 to 6,021, with the bulk of this increase occurring in the head, regional and local offices of the NES. A substantial number of these positions were added to strengthen managerial administration and to provide effective services in administrative areas. Expansion in the work of the Civilian Rehabilitation Branch and the Technical and Vocational Training Branch also necessitated additional staff.

A new classification series of "Employment Service Officer" was introduced for new staff recruited for the NES and also for existing staff who could qualify. The team initiating this recruiting and appraisal program was headed by a senior officer of the Civil Service Commission.

On January 1, 1966, the Department of Labour's establishment was reduced to 623 positions, this being the effect of the transfer of manpower programs to the Department of Citizenship and Immigration, pending the creation of the new Department of Manpower and Immigration.

During the year a small group of departmental officers, specially trained in job analysis and job evaluation, carried out the initial phase of analysing and describing jobs for conversion to the new system of classification. The jobs evaluated for conversion included those in clerical, secretarial, stenographic, typing and data processing.

In January and February a three-week orientation and induction course was developed for new Employment Service Officers of the NES. A one-week tech-

nical training course was developed in administration of the new Canada Labour (Standards) Code and conducted for the Labour Standards Branch. Training in the upgrading of skills is being carried out in the stenographic services.

With the appointment of a Director of Personnel Administration in March 1966, plans for the development of more effective personnel programs were in preparation.

**Comparative Statement of Expenditures by Departmental Appropriations
for 1964-65 and 1965-66**

	Expenditures			
	1964-65	1965-66		TOTAL
	Labour	Labour	Citizenship & Immigration*	
Departmental Administration, including grants of \$50,000 to International Advanced Training Centre, Turin, Italy, a grant of \$30,500 and two fellowships totalling \$19,500 to the International Institute of Labour Studies, Geneva, Switzerland; \$10,000 to Frontier College and \$5,000 to the Labour College of Canada; the Minister's salary and motor car allowance; and the expenses of the International Labour Conferences	\$ 1,636,410	\$ 1,829,971	\$ 786,746	\$ 2,616,717
Economics and Research Branch, including research grants and related expenses	882,263	502,601	474,820	977,421
Industrial Relations activities including the administration of the Industrial Relations and Disputes Investigation Act, the Canada Fair Employment Practices Act, and the promotion of Labour-Management Co-operation	749,252	607,005	—	607,005
Labour Standards activities including the administration of the Fair Wages and Hours of Labour Act, the Female Employees Equal Pay Act, the Canada Labour (Standards) Code, and activities associated with determination of wage rates for Prevailing Rate Employees, Ships' Officers and Crews and Commissionaire Services		424,296	—	424,296
Administration of the Maritime Transportation Unions Trustees Act	294,886	228,312	—	228,312
Civilian Rehabilitation Branch Administration including the promotion of a program for the employment of the older worker				
Administration	182,748	—	145,578	145,578
Payments to carry out the purposes of the Vocational Rehabilitation of Disabled Persons Act, and agreements thereunder, including undischarged commitments under previous agreements	642,212	—	843,667	843,667
Older Worker Employment and Training Incentive Payments	876,614	—	9,376	9,376
Special Services Branch including the promotion of Programs for combatting seasonal unemployment and the organization and use of workers for farming and related industries				
Administration	\$ 1,029,879	\$ 545,678	\$ 541,063	\$ 1,086,741
Farm Labour Payments	100,410	—	125,630	125,630
Payments to the Provinces under Municipal Winter Works Incentive Program				
1963-64 Program	34,159,379	—	—	—
1964-65 Program	8,681,695	—	26,318,304	26,318,304
1965-66 Program	—	—	14,829,542	14,829,542
Payments under Winter House Building Incentive Program				
1963-64 Program	13,744,000	—	—	—
1964-65 Program	2,536,500	14,145,000	—	14,145,000
1965-66 Program	—	1,612,000	—	1,612,000

**Comparative Statement of Expenditures by Departmental Appropriations
for 1964-65 and 1965-66 (Cont'd)**

	1964-65 <i>Labour</i>	<i>Expenditures</i> 1965-66		<i>TOTAL</i>
		<i>Labour</i>	<i>Citizenship & Immigration*</i>	
Manpower Consultative Service, including payments in accordance with agreements entered into with the approval of the Governor in Council by the Minister of Labour with provinces, employers and workers in respect of labour mobility and assessment incentives	78,147	—	145,173	145,173
Technical and Vocational Training Assistance				
Administration	630,908	—	687,527	687,527
Payments to the Provinces	97,233,888	—	152,761,543	152,761,543
Elliot Lake Centre for Continuing Education — Acquisition of Land from Mississagua Indian Village	—	—	437,000	437,000
Annuities Act†				
Administration	1,176,559	1,091,144	—	1,091,144
Pension Plan	30,500	33,700	—	33,700
Administration of the Government Employees Compensation Act	121,323	112,750	—	112,750
Payments of Compensation respecting Government Employees	2,489,994	2,841,405	—	2,841,405
Payments to dependents of deceased Merchant Seamen	—	15,686	—	15,686
Payments of Transitional Assistance to Workers in Automotive Manufacturing and Parts Industry	—	3,892	—	3,892
Administration of the National Employment Service including the transfer of labour to places where employment is available and expenses incidental thereto, and including a grant of \$2,500 to the Canadian Association for Adult Education to assist in defraying the expenses of a founding conference for a Canadian Guidance and Counselling Association	\$ —	\$ —	\$ 22,683,182	\$ 22,683,182
Grants to Workers who move from one place in Canada to another place in Canada	—	—	48,504	48,504
Floral Tribute (Vote 15 — Unforeseen Expenditures)	—	35	—	35
Write-off of Active Assets	—	236	—	236
TOTAL EXPENDITURES	\$167,277,567	\$ 23,993,711	\$220,837,655	\$244,831,366

*Amounts shown in column "Citizenship & Immigration" represent expenditures in 1965-1966 associated with manpower units of the Department of Labour, which were transferred to the Department of Citizenship and Immigration on January 1, 1966.

†Amounts shown do not include disbursements made under the Annuities Act from the Government Annuity Account. These are shown separately in this report under Canadian Government Annuities.

Comparative Statement by Objects of Expenditure for 1964-65 and 1965-66

	1964-65	1965-66		TOTAL
	Labour	Labour	Citizenship & Immigration*	
Salaries and Wages	\$ 3,799,764	\$ 2,935,741	\$ 22,063,567	\$ 24,999,308
Overtime	11,453	12,523	64,460	76,983
Civilian Allowances	31,772	32,149	17,614	49,763
Professional and Special Services	1,129,852	1,238,859	171,186	1,410,045
Travelling and Removal Expenses	200,071	111,229	415,020	526,249
Freight, Express and Cartage	12,798	6,672	27,619	34,291
Postage	8,755	6,918	277,123	284,041
Telephones, Telegrams and Other Communication Services	71,539	58,099	665,181	723,280
Publication of Departmental Reports and Other Material	225,218	181,220	115,150	296,370
Exhibits, Advertising, Films, Broadcasting and Displays	722,967	442,287	834,998	1,277,285
Office Stationery, Supplies, Equipment and Furnishings	209,896	199,473	466,983	666,456
Material and Supplies	—	—	4,627	4,627
Building and Works, including Land Construction or Acquisition	—	—	437,000	437,000
Rental of Office Accommodation	—	—	1,269	1,269
Municipal or Public Utility Service	—	—	2,271	2,271
Pensions, Superannuations, etc.	2,297,951	2,450,269	11,448	2,461,717
Other Expenditures	511,109	414,411	286,193	700,604
TOTAL Operating Expenses	9,233,145	8,089,850	25,861,709	33,951,559
Contributions, Grants, Subsidies, etc.....	158,044,222	15,903,861	194,975,946	210,879,807
TOTAL EXPENDITURES	\$167,277,567	\$ 23,993,711	\$220,837,655	\$244,831,366

*Amounts shown in column "Citizenship & Immigration" represent expenditures associated with manpower units of the Department of Labour, which were transferred to the Department of Citizenship & Immigration on January 1, 1966

Annuities

Sales of individual deferred annuities* fell off during the year for several reasons. There was a tendency on the part of potential purchasers to wait for more details of the Canadian Pension Plan, and a buoyant stock market attracted money to mutual funds and similar financial arrangements.

The Annuities Regulations were amended (Order in Council P.C. 1965-1071) to provide authority to refund premiums on request where the annuity paid for under an individual contract is less than five dollars a month. This authority enables the Branch to eliminate contracts that have been abandoned by the purchaser after paying only a small amount of premium.

Purchasers of individual annuities now receive annual statements of their accounts showing the total premiums paid to date of the statement and the amount of annuity purchased by such premiums. This eliminates the necessity for purchasers to send their annuity passbooks for audit. As an added service, and to encourage regular payment of premiums, it is proposed to issue premium reminder notices.

Many annuities are paid for long periods of time. It seems a record has been established this year in the case of an annuity on the life of a woman who died at the age of 100 and had received her annuity for 50 years.

The Year's Business — During the year a further 5,122 Canadians came under the security provisions of the Government Annuities Act, either by undertaking to purchase individual annuities or by enrolment in group pension plans. The new business for the year amounted to 2,475 deferred annuities, 668 immediate annuities, and 9 group contracts covering 33 employees. The number of new employees entering old groups was 1,946, mostly replacing employees who had retired, died, or left their employer's service. Most of the new deferred annuities were registered for tax exemption on premiums under Section 79B of the Income Tax Act.

At the end of the year the Branch had 40 sales offices across Canada staffed by 53 salesmen (44 full time and 9 part time) and 18 office assistants.

With the help of the Information and Labour Gazette Branch, a limited advertising program was conducted in newspapers, magazines and periodicals, and in streetcars and buses. Direct mail advertisements were sent to about 300,000 households.

Daily Operation — During the year the Accounting Division handled the following items, as well as running controls on premiums:

premium collections — 143,132

annuity cheques — 899,380

*Annuities are explained in Appendix 5.

cheques for death claims and refunds — 5,021
letters relative to the above items — 4,700
vouchers for retirements under pension plans — 4,492
vouchers for maturity of individual contracts — 2,767
tax statements for registered retirement savings plans — 22,490.

Premiums and contributions are remitted through accounting post offices and direct to Head Office for the purchase of individual registered retirement savings plan and group pension plan annuities. The diversity of contracts requires that various controls be maintained to properly account for funds, e.g., special controls to ensure the accurate issue of income tax statements under federal and Quebec registered contracts. A separate control is maintained for each pension plan to provide the employer with a balance figure, when this is requested, and to facilitate the balancing of subsidiary accounts.

Annuities are paid monthly, quarterly, semi-annually or annually, and cheques can be due on any day of the month. Because of the volume and payment dates, separate controls are maintained for each frequency and day of the month, with a further breakdown for annuities due on the first day of each month to balance with the monthly cheques issued by the Department of Finance.

The volume of work in two other Divisions of the Branch, Group Contracts and Individual Contracts, was indicated in the two previous annual reports.

Pension Plans — It was expected that many group contracts would have to be amended as pension plans were revised to co-ordinate with the Canada and Quebec Pension Plans, but this has not been the case so far. A few plans underwritten by the Branch have been discontinued, and about 6 per cent of the group contracts have been amended. The remaining plans may have been "stacked," in which case they continue unchanged, or the contributions may have been reduced without formal notification to the Branch, or the employer may not yet have decided whether or not to modify his pension plan.

It is probable that there will be some reduction of premium income under existing group contracts because of the Canada and Quebec Pension Plans. However, these plans should also stimulate interest in additional pensions in those smaller firms that did not have any pension plans before. It may be thought that individual pensions of \$104.17 a month are not enough and so provide opportunities for the Branch to underwrite "second decks" of pensions of an extra \$100 a month.

Amendments to contracts made necessary by the Ontario Pension Benefits Act have all but been completed. Lists, of Quebec companies having group contracts with the Branch and of companies domiciled elsewhere but having employees in Quebec covered by group contracts, have been supplied to the Quebec authorities. Requests for amendments with respect to the Quebec Supplemental Pension Plans Act have just started to come in.

The work of the Group Contracts Division has been increased by having to supply cost certificates required under provincial pension legislation.

Registered Retirement Savings Plans — Some 22,500 persons paid \$11.5 million into their Registered Retirement Savings Plans for the 1965 tax year.

The Income Tax Act was amended to grant a tax exemption of 20 per cent instead of 10 per cent of earned income for Registered Retirement Savings Plans; the exemption is still subject to limits of \$2,500 for those not in pension plans and \$1,500 inclusive of pension contributions for those in pension plans. This caused a great deal of work for the Branch in alterations to contracts to absorb changes in tax exempt premiums; in addition, as an added service, purchasers were notified of this amendment to the Income Tax Act.

Old Age Security — The change in the Old Age Security Act in the summer of 1965 required the use of new tables for adjusted annuities to integrate these with Old Age Security commencing at ages 65 to 69 inclusive. The tables were established by Order in Council P.C. 1965-1071. Assuming that the commencement age for Old Age Security remains unchanged, from 1970 on, only the table for age 65 commencement will be required. Then the option to adjust annuities will be needed only by those age 64 or younger at maturity date.

Financial Statement — The financial statement for the year is shown in Table 1. The premium income decreased by \$2.5 million from that of the previous year and cash disbursements exceeded the premium income by \$34.5 million. Interest of \$50 million produced an increase of \$13.9 million in the account after a surplus of \$1.5 million had been transferred to the Consolidated Revenue Fund.

About \$250,000 of the surplus arises from revaluation at 5 per cent interest of certain pensions bought at lower rates of interest, as authorized by Regulation 3(4)(b). This surplus will actually be used up for additional interest required over the lifetime of these annuitants.

Statistics — At the end of the year there were 200,498 persons insured under 1,267 pension plans; of these persons, 141,579 were employees at work and 58,919 held paid-up deferred pensions by reason of termination of service before retirement age or had discontinued their pension plans. There were 88,254 individual deferred annuity contracts in force. Some 77,000 persons are receiving annuities under 96,350 contracts and certificates, in payment of which 899,380 cheques were mailed. During the year, 3,997 employees retired on pension and 2,663 individual contracts matured for payment of annuities.

The average age of persons drawing annuities was 70.6 for men and 70.5 for women. The average age at death for the 4,470 deaths reported was 75.5 for men and 80.7 for women. At the end of the year, eight annuitants — two more than a year ago — were all over 100 years old.

Table 2 gives an analysis of the single-life vested annuities, indicating the relative number of contracts by age groups. Table 3 provides a history of the number of annuities sold and the purchase money received.

TABLE 1—Government Annuity Account for the Year Ended March 31, 1966

ACCOUNT	\$
Account, April 1, 1965	1,303,136,883.00
Receipts, 1965-66, less disbursements	15,444,818.88
Less transfer to Consolidated Revenue Fund	1,501,683.88
Account, March 31, 1966	1,317,080,018.00
LIABILITIES	
Valuation of annuities outstanding	1,317,080,018.00
RECEIPTS	
Immediate annuities	4,471,973.39
Deferred annuities	23,146,946.58
Unclaimed annuities recovered from Consolidated Revenue Fund	6,072.56
Interest to March 31, 1966	50,048,246.00
Total	77,673,238.53
DISBURSEMENTS	
Vested annuities	54,547,512.55
Commuted values	635,791.04
Premiums returned with interest (including instalment death benefits)	6,120,655.63
Premiums returned without interest	504,557.22
Employee withdrawal payments (Pension Plans)	248,727.16
Individual withdrawal payments	72,981.18
Unclaimed annuities transferred to C.R.F.	98,194.87
Total	62,228,419.65
Receipts less disbursements, 1965-66	15,444,818.88
Total	77,673,238.53

Distribution

Interest rate	Account at 31/3/66
3%	83,154,604.00
3½%	176,934,619.00
4%	1,021,557,465.00
5%	26,796,953.00
5¼%	8,117,190.00
*No interest	519,187.00
Total	\$1,317,080,018.00

*Death benefits on deposit being paid in instalments

TABLE 2—Vested Annuity Contracts, Single Life Only, in Force on March 31, 1966

<i>Age Attained</i>	<i>Male</i>		<i>Female</i>		<i>Total</i>		
	<i>Number of Contracts</i>	<i>Per Cent</i>	<i>Number of Contracts</i>	<i>Per Cent</i>	<i>Number of Contracts</i>	<i>Per Cent</i>	<i>Cumulative Per cent</i>
Less than 50	1,350	2.8	1,499	3.9	2,849	3.3	
50-59	2,720	5.7	3,509	9.1	6,229	7.2	10.5
60-64	3,939	8.2	4,961	12.9	8,900	10.3	20.8
65-69	13,049	27.1	6,987	18.1	20,036	23.1	43.9
70-74	11,542	24.0	7,259	18.8	18,801	21.7	65.6
75-79	8,578	17.8	5,982	15.5	14,560	16.8	82.4
80-89	6,500	13.5	7,263	18.9	13,763	15.9	98.3
90 and over	434	.9	1,089	2.8	1,523	1.7	100.0
Total	48,112	100.0	38,549	100.0	86,661	100.0	

TABLE 3—Number of Individual Annuity Contracts and Certificates Issued and Net Premium Receipts

<i>Year Ended March 31</i>	<i>Individual Contracts Issued</i>	<i>Group Certificates Issued</i>	<i>Total Contracts and Certificates Issued</i>	<i>Net Premium Receipts</i>
1909-61	196,184	309,250	505,704	\$1,270,359,478.47
1962	4,117	7,480	11,597	43,096,769.57
1963	4,296	3,687	7,983	37,003,157.27
1964	3,687	2,470	6,157	28,894,131.48
1965	3,817	1,783	5,600	29,583,160.82
1966	3,143	1,979	5,122	27,114,362.75
Total	215,244	326,919	542,163	\$1,436,051,060.36

Legislation

The Legislation Branch is the centre within the Department for the collection and dissemination of information regarding labour laws. Through analysis and study of labour legislation enacted by Parliament, provincial legislatures, and legislative bodies of certain other countries, the Branch provides advisory services to the Department and also makes available to research workers and to the public detailed reports on the substance and effect of labour laws. Developments in the labour field, representations leading to the enactment of legislation, and all available information regarding the administration and enforcement of legislation are closely followed.

During the year the Branch assisted with the formulation of legislative proposals under preparation by the Department, including the regulations made under the Canada Labour (Standards) Code, amendments to the Fair Wages and Hours of Labour Act, and a new employment safety code for the federal industries. This work involved consultations within the Department, with other government officials, and with labour and management groups affected.

The work of the Branch is closely connected with Canada's participation in the International Labour Organization, since international labour standards require implementation, for the most part, through federal and provincial laws and regulations. During the year the Branch compiled a lengthy report required by the International Labour Office on labour inspection in Canada. In connection with the formulation of new standards, studies of law and practice were prepared and consultation with federal and provincial authorities undertaken for arriving at decisions to be made by Canada on a number of subjects. These included conditions of employment for young miners and the problem of excessive weight carrying and lifting in the course of employment.

Participation in the work of the Departmental Committee on the Ratification of ILO Conventions was continued and a number of comparisons between international labour conventions in the labour standards field and Canadian law and practice were made. These involved a detailed examination of relevant legislation in all 13 jurisdictions (Parliament, the ten provinces and the two territories).

For the fourth successive year a staff member of the Branch attended the annual International Labour Conference and served on the Conference Committee on the Application of Conventions and Recommendations. This is the standing committee of the conference that examines the implementation by ratifying countries of the obligations they have assumed under international labour conventions.

Publication Program

Labour Law Section of the Labour Gazette — The Branch prepares for this section monthly reports on regulations issued under federal and provincial labour laws to provide a convenient source of information on new developments in labour laws, particularly in the labour standards field. Since many labour standards laws, e.g., minimum wage laws, deal mainly with matters of principle and leave detailed requirements to be set by regulation, and others provide for variation of the standards by regulation, it is only by examination of the current regulations that the actual standards may be found.

Labour legislation enacted by Parliament and the provincial legislatures in 1965 was reviewed in four articles dealing, respectively, with safety and health legislation, workmen's compensation laws, labour relations legislation, and labour standards legislation. These articles appeared in *The Labour Gazette*, LXV, Nos. 11 & 12 (November and December 1965).

The history of the Canada Labour (Standards) Code can be traced in four articles in *The Labour Gazette*: "Canada Labour (Standards) Code Introduced" (LXIV, No. 12, 1964, pp. 1058-63); "Canada Labour (Standards) Code Effective" (LXV, No. 8, 1965, p. 697) includes a review of changes made in passage; "Recent Regulations, Federal and Provincial" (LXV, No. 8, 1965, pp. 740-1) deals with the general regulations issued under the Code; and "Recent Regulations, Federal and Provincial" (LXVI, No. 4, 1966, p. 241) deals with the first general order applying to the flour and feed mill industry.

Reviews of selected court decisions of interest to labour also appear each month in the "Labour Law Section". Many cases reported during the past year have involved review of the decisions of labour relations boards through the means of prerogative writs. Others have involved the impact of common law upon activities of trade unions in matters such as picketing and some phases of strike activity where general law, as well as the law laid down in labour relations statutes, has a bearing.

Labour Standards in Canada — A new booklet on labour standards at the end of 1965 is in process of publication. Because of the enactment of the Canada Labour (Standards) Code, this booklet now sets out federal as well as provincial labour standards laws. It contains not only the standards set by the Code (minimum age for employment, hours of work, minimum wages, weekly rest-day, annual vacations with pay and public holidays) and comparable provincial standards, but also federal and provincial standards with respect to equal pay, fair employment practices, workmen's compensation benefits, the statutory school-leaving age in each province, provisions of provincial laws regarding notice of termination of employment, and the labour standards of the Yukon and Northwest Territories.

Current Report on Legislation Affecting Labour Introduced in Parliament and the Provincial Legislatures — During the 1965 legislative sessions, as in

previous years, the Branch issued 2 series of mimeographed reports, which summarize bills of labour interest. In all, 67 bills were reviewed in four reports that were distributed to government labour officials and made available, on request, to interested persons. This service is made possible through the courtesy of the provincial legislatures in supplying copies of their bills, votes and proceedings.

Reports and Memoranda — In addition to the regular publication program, the Branch answered many specific inquiries and prepared numerous memoranda and reports covering the whole range of labour law.

Special Projects

A comprehensive study of labour relations legislation in Canada has been a major project. It involved a comparative study of the legislation in all jurisdictions in regard to certification of bargaining agents, rights of association, unfair labour practices, union security, dispute settlement, and judicial review of decisions of labour relations boards. The reports of the administrative authorities with respect to the operation of the legislation have been examined, as well as the growing body of data that has been compiled by researchers in this field. This work is nearly completed and will form the basis for a publication in 1966.

The report on workmen's compensation legislation is being completely revised and scheduled for publication in the next fiscal year. Reprints are available of articles from *The Labour Gazette* on workmen's compensation legislation enacted in the years 1964, 1965 and 1966 to supplement the 1963 *Workmen's Compensation in Canada*.

Other Services

The Branch continued to make its services available to the Canadian Association of Administrators of Labour Legislation and a member of the Branch serves as Secretary-Treasurer. This organization of deputy ministers and other senior officers of the federal and provincial labour departments meets annually to discuss common problems arising out of the administration and enforcement of labour laws. As in previous years, a report on recent legislative and administrative developments in both the federal and provincial jurisdictions was prepared for the association as a basis for discussion at the annual conference.

The last conference, the 24th, was held in Regina, Sask., on August 17-20, 1965. The Association discussed manpower policy and programs in Canada in the light of an examination of Canada's policy and programs in this area that was conducted earlier in the year by the Manpower and Social Affairs Committee of the Organization for Economic Co-operation and Development; current issues facing labour relations boards in the administration of labour relations legislation, with special emphasis on judicial review of decisions of the boards, and problems of enforcement; recent legislative and administrative developments; and the reports of the Association's committees on statistics, research, and industrial safety.

Information and Labour Gazette

In only the second year of its existence as an amalgamated branch (a consolidation was made in 1964 aimed at increasing the efficiency of the Department's information, publicity, editorial and publishing services), the Information and Labour Gazette Branch gave up to the proposed Department of Manpower five of its major promotional programs and the personnel who had been conducting them.

The programs transferred were: the "Do It Now" winter employment campaign, the "Stay at School" program, the "Hire the Handicapped" and "Employ an Older Worker" promotions, and the information programs for the Municipal Winter Works Incentive Program and the Manpower Mobility Program. As a result, the Branch relinquished the Winter Employment Section and the Training, Older Worker and Rehabilitation Section, and, along with the latter section, the editing of two quarterly publications, *Technical and Vocational Education in Canada* and *Rehabilitation in Canada*. At the end of the year the Department was preparing to expand its services on behalf of labour-management co-operation and fair employment practices areas in which new branches of the Department are to be set up. It was also anticipating a broad publicity program on industrial safety and accident prevention, which would follow the passing of a bill before Parliament to establish a Canada Labour (Safety) Code. The Branch was also to continue to handle the advertising and publicity program for the Winter House Building Incentive Program, and the advertising program for Canadian Government Annuities.

Winter Employment — For the 11th year the Do It Now Winter Employment Campaign was directed toward the stimulation of wintertime markets and the creation of more winter employment. A new emphasis was added, directed mainly at businessmen and industrial officials through the trade press and personal interview, suggesting that they endeavour to level out their business operation over a 12-month period. The hope was to take unnecessary strains off the labour force in the busy spring, summer and fall seasons, thereby utilizing to the fullest extent Canada's skilled manpower resources on a year-round basis.

The campaign this year was divided into two phases: the "Plan Now" stage, which featured advertisements and editorials in the fall months urging people to plan their renovations, repairs, etc., for the winter months; and the "Do It Now" phase, which, in the period from the first week of January until March 31, suggested to both businessmen and consumers that it was in their own best interest and in that of the national economy to have as much work as possible done during the winter months. A paid advertising program amounting to approximately \$475,000 was carried out by the Branch; it was concentrated mainly in the mass media, including print and broadcast, to encourage home, farm and office improvements.

A stepped-up program of direct liaison with industry was carried out by the Branch during the fall and winter months. Discussions were held with executives of manufacturing plants, advertising agencies, chartered banks and national trade associations. Special emphasis was placed on liaison with companies whose sales of goods and services could be increased by participation in the Do It Now campaign. These companies were encouraged to carry out imaginative and aggressive wintertime sales and advertising programs incorporating the Do It Now theme, thus taking advantage of a market pre-conditioned by the Department's campaign.

It was estimated that, exclusive of paid advertising, the campaign generated more than \$4 million worth of publicity. A good portion of this came from radio and television, where national advertisers and television and radio officials arranged to carry the winter employment message on a public service basis. Many other advertisers, who use the print media, supported the campaign by using Do It Now drop-in material in their advertisements. In addition, national consumer magazines, trade and business publications, daily and weekly press gave generous public service assistance to the campaign. Member companies of the Poster Advertising Association of Canada arranged for display, on a public service basis, of approximately 2,000 billboards carrying the Do It Now message.

In co-operation with the Branch, a national trade magazine for the eighth consecutive year conducted a contest for building supply dealers from coast to coast to encourage aggressive and imaginative winter merchandising and promotion programs in the building supply industry.

The Post Office Department supported the campaign by using Do It Now cancellation dies on mail, and many industries and businesses used the same slogan on their postage meters.

An 18-minute colour film, *Why Wait for Spring*, was produced by the Department of Labour in collaboration with Canada's largest building supply manufacturers, promoting the advantage of having home improvements done during the winter months. This film was shown to 329 community groups—an audience of 15,280 persons—by National Employment Service offices.

In addition to the Winter Employment Campaign, the Branch arranged an intensive national advertising campaign on the Winter House Building Incentive Program and publicized the Municipal Winter Works Incentive Program.

Civilian Rehabilitation and Older Workers — For the first nine months of the fiscal year, i.e., preceding the transfer of the Civilian Rehabilitation Branch to the Department of Citizenship and Immigration, the Information and Labour Gazette Branch co-operated in the production of the periodical *Rehabilitation in Canada*.

The Branch purchased several copies of the colour film, *Sound the Trumpets* (the film is about the architectural barriers that face the physically handicapped in many public buildings) and added to it a filmed prologue that served to ad-

vertise the new "Building Standards for the Handicapped" supplement to the National Building Code. Copies of the film were distributed to National Film Board offices across the country for loan to interested organizations.

With the co-operation of the Outdoor Advertising Association of Canada, further publicity promoting the hire-the-handicapped campaign was obtained through the use of billboard and poster advertising.

In addition, members of the Branch contributed articles on rehabilitation and the older worker to a variety of national publications.

The Branch assisted in the production of a large mobile display for the first Canadian Conference on Aging, which was held at Toronto in January, and co-operated in the production of a series of radio spot announcements, heard from coast to coast, promoting employment of older workers.

Technical and Vocational Training — In support of programs under the Technical and Vocational Training Assistance Act, the Branch continued a broad program of promotion and publicity, with a strong emphasis on improving the "image" of graduates of institutes of technology and vocational schools.

A major project was the production of a 30-minute colour motion picture *Wayne and Shuster Look at Technical Training in Canada*, devised and written within the Branch. Made in co-operation with the Sun Life Assurance Company, the film was ready for its premiere at Education Week in March and was seen by 25,000 persons. The National Film Board is distributing the film.

The "Stay at School" campaign was continued throughout the year. A great deal of free time was contributed by radio stations of Canada. For this campaign the Branch produced and recorded a new set of messages by prominent entertainers, and a "saturation" campaign was conducted on all radio stations in the country. Radio stations contributed free time valued at slightly more than \$350,000 in support of the campaign.

A new pamphlet was added to the list of publications available to counsellors, students and parents. It points up the advantages of graduation. Eight other successful publications were brought up to date. Revision of all publications, necessitated by transfer of the Technical and Vocational Training Branch from the Department of Labour to the Department of Citizenship and Immigration, was undertaken.

The Branch organized and provided material for displays at several exhibitions in schools throughout the country, and continued its advertising in publications reaching students and teachers.

The Branch produced regular issues of *Technical and Vocational Education in Canada* in both French and English. The publication is designed to assist individuals and organizations actively engaged in or connected with Canada's manpower training and development program. It has a circulation in excess of 16,000.

Labour-Management Co-operation — Almost the full time of one member of the Branch was devoted to information and publicity work in support of the Labour-Management Co-operation Service (see page 13). This included the production of the monthly publication *Teamwork in Industry* as well as posters, pamphlets, envelope stuffers and displays.

The Branch placed advertising in the ethnic press on behalf of the Fair Employment Practices Act and, in co-operation with the Industrial Relations Branch, prepared for publication a new pamphlet entitled "The Employer and Fair Employment Practices — The Open Door to Full Employment Opportunity". The Branch also produced displays for several important conferences on human rights, including the Canadian Jewish Conference and the Conference of Commissioners of Human Rights in New York.

The Department again assisted the National Film Board financially in the operation of an Industrial Film Preview Library as a service to employers and trade unions. The Library makes it possible for them to see and assess films on a variety of industrial subjects from all over the world, so that they may purchase or rent those best suited to their needs. Films for inclusion in the Library are previewed and selected by the Branch. During the year several hundred training films were added to the Library, which is serviced by the Canadian Film Institute. It is now the most complete industrial film library in Canada. Reviewing and cataloguing films was continued.

The Labour Gazette—From the time it was established, in 1900, although changes were made in the magazine—the inclusion of photographs, the use of colour on the cover, more modern typefaces—*The Labour Gazette* retained the same format, 6½" by 9¾"; until the issue of January 1966, Vol. LXVI, No. 1, which presented an entirely new look: larger type, better paper and a page measuring 8½ by 11 inches. The Branch, and the Department, received many complimentary letters about the renovation.

To help achieve speed in publication, two features of long standing were removed from within the covers of *The Labour Gazette* and made available to subscribers in a different form. Reports of federal conciliation boards and a monthly report on collective bargaining developments, the "Collective Bargaining Review," are now published as supplements to *The Labour Gazette* and supplied on request to Gazette subscribers.

As one step in a drive to reduce the gap between publication of the French and English editions, two numbers of *La Gazette du Travail*, November and December 1965, were issued under one cover.

For the fourth successive year, circulation of *The Labour Gazette* increased, rising from 14,060 in 1964-65 to 14,280 in 1965-66. The gain, however, was entirely in the complimentary circulation, which rose from 7,712 to 8,138; paid circulation dropped from 6,348 to 6,142. Circulation of the French edition in-

creased from 2,881 to 3,017; of the English edition from 11,179 to 11,263. Details of the average monthly circulation for the past two years were:

	1965-66			1964-65		
	<i>Paid</i>	<i>Compli- mentary</i>	<i>Total</i>	<i>Paid</i>	<i>Compli- mentary</i>	<i>Total</i>
English edition	4,984	6,279	11,263	5,152	6,027	11,179
French edition	1,158	1,859	3,017	1,196	1,685	2,881
Total	6,142	8,138	14,280	6,348	7,712	14,060

Accident Prevention and Compensation

Accident Prevention

During the year some progress was made in the accident prevention field in the public service; a greater number of departments and agencies have shown a more positive approach to the problem. They have made noticeable efforts to adopt safer work practices designed to reduce the accident toll that is so costly in terms of human and monetary resources.

A number of the larger departments each have a full-time safety officer now or are in the process of getting one. These safety officials should have a salutary effect upon the accident situation within the public service, and this effect should increase as safety programs are developed and applied. Nevertheless, there is still room for improvement and many areas are without a comprehensive safety program. The lack of safety standards of general application continued to be a major contributing factor in the high accident-frequency rate.

The demand for safety advisory services by individuals and organizations increased, indicating that a number of departments and agencies have progressed beyond the organizing stage and now have safety programs that are functioning.

Close liaison was continued with the Canadian Standards Association, the Occupational Health Division of the Department of National Health and Welfare, the Occupational Health and Safety Committee of the Canadian Labour Congress, the National Safety Council, the International Labour Office, and with staff associations. Not only have these contacts proved helpful in the promotion of safer work practices but they have also enabled the Branch to keep abreast of new methods and procedures for controlling the many hazards created through technological advances.

By means of a series of lectures on accident prevention and workmen's compensation, the Safety Adviser of the Accident Prevention Division and the Chief of the Accident Compensation Division participated in staff training programs of the Civil Service Commission and of a few departments. This enabled the Branch to broaden the effects of its educational program.

The distribution of the *Monthly Bulletin* was increased during the year, reflecting a growing awareness on the part of administrative and personnel officers of its comprehensive coverage and practical application. It has proved to be a valuable means of disseminating information on successful accident prevention methods and procedures, on developments in legislation and of interpreting and explaining administrative and other provisions regarding workmen's compensation.

Fatalities while on duty numbered 24 for the year; 10 of these resulted from vehicle accidents. This fact emphasizes the need to make employees more safety-minded and, in particular, to demonstrate to them the necessity of exercising greater care while travelling on the highways.

Accident Compensation

Accident claims reported during the year numbered 19,756, an increase of 289 or 1.5 per cent from the total of the preceding year; but 11,739, or 59 per cent, were for minor injuries only—in categories of injuries that do not cause layoff from work or that cause layoffs too short to satisfy the “waiting periods” stipulated by provincial workmen’s compensation laws. There were 7,621 disabling injuries, compared with 7,618 for the preceding year. Fatalities numbered 24, an increase of five. At the end of the year, pensions were being paid to 1,810 employees, former employees, or their dependents. The distribution of the year’s claims by province is given in Table 1. A detailed analysis of claims settled each year is published separately in the *Annual Statistical Report* of the Branch.

Some 237,000 persons employed by 106 departments and agencies are entitled to coverage under the Government Employees Compensation Act. Based on claims settled, the ratio of industrial accidents of all types to employees remained fairly constant at about 1 to 12. The ratio of disabling injuries was 1 to 31 employees.

Gross compensation disbursements and administration expenses during the year are shown in Table 2. Compensation disbursements increased by \$264,483 or 9.6 per cent. The federal share of provincial administration expenses rose by 7 per cent to \$383,358.

The salary paid in lieu of compensation totalled \$1,203,312, an increase of \$290,630 from that paid the preceding year. These expenditures were offset

TABLE 1—Accident Claims Reported in 1965-66 by Province and Type of Claim

Province	Minor Injuries		Disabling Injuries				Total
	First Aid and Medical Aid	Compensation	Injury Leave ¹	Permanent Disability	Fatal	Dis-allowed	
Newfoundland	160	72	45	2	1	5	285
Prince Edward Island	78	47	13	—	—	1	139
Nova Scotia	1,086	350	183	—	2	17	1,638
New Brunswick	382	85	117	1	—	15	600
Quebec	1,644	437	1,123	4	3	43	3,254
Ontario ²	5,110	842	1,901	—	6	139	7,998
Manitoba	499	171	307	—	4	15	996
Saskatchewan	402	153	168	—	—	5	728
Alberta	674	362	382	1	—	18	1,437
British Columbia	1,364	293	374	—	6	136	2,173
Yukon and N.W.T. ³	340	120	43	1	2	2	508
Totals	11,739	2,932	4,656	9	24	396	19,756

¹ Leave of absence with pay in lieu of compensation.

² Includes claims of employees stationed outside of Canada.

³ Administered by the Alberta Workmen’s Compensation Board.

Table 2—Compensation Disbursements and the Federal Government's Share of Administration Expenses by Province

Province	Compensation Disbursements 1965-66	Administration Expenses for the Year 1965	Total
	\$	\$	\$
Newfoundland	46,628.04	4,320.34	50,948.38
Prince Edward Island	32,479.80	1,628.00	34,107.80
Nova Scotia	233,226.66	22,866.16	256,092.82
New Brunswick	75,067.47	9,790.73	84,858.20
Quebec	643,790.35	103,615.00	747,405.35
Ontario	1,056,938.05	125,222.21	1,182,160.26
Manitoba	110,577.51	10,982.76	121,560.27
Saskatchewan	124,634.29	18,844.83	143,479.12
Alberta	345,724.77	42,105.00	387,829.77
British Columbia	334,384.79	43,983.07	378,367.86
Payments respecting employees locally engaged outside Canada	5,240.11	—	5,240.11
Totals	3,008,691.84	383,358.10	3,392,049.94

to some extent by reimbursement made to the Consolidated Revenue Fund by certain Crown agencies to cover the compensation benefits provided to their employees and a proportionate share of administration expenses. Certain other Crown agencies pay an assessment on their payroll in the same manner as industry is assessed under the provisions of the provincial Acts. In either circumstance, the employees of these Crown agencies come under the provisions of the Government Employees Compensation Act in the same manner as employees of government departments, boards and commissions.

Every year, several hundred federal public servants on duty are injured or die as a result of the conduct or negligence of other persons, not in the public service, who are referred to as 'third parties'. In these circumstances an employee or his dependants can elect to receive the compensation they are entitled to under the Act, or they themselves can take action against the third party. If compensation is claimed, the employee's rights, or those of his dependants, are transferred to the Crown. In such cases, the incidents are thoroughly investigated and, where appropriate, steps are taken to recover the costs to the Crown. During the year, 1,196 cases involving third parties were settled and these resulted in the collection of \$114,798.33 by court judgment or by settlement. At the end of the year, 631 cases involving third parties were being processed.

Close consultation and effective liaison was maintained with the various Workmen's Compensation Boards and the Commission in Quebec in the processing of claims, in the rehabilitation of injured employees, as well as in the interpretation and application of the legislation. As in previous years, informative material was prepared and distributed in English and French to acquaint public service employees of their rights and responsibilities in connection with employment injuries.

Merchant Seamen Compensation

The Merchant Seamen Compensation Act provides employment injury benefits to certain seamen for accidents arising out of and in the course of their employment, as well as to the dependants of those seamen that die as a result of such accidents. The regular work arising out of the administration of the Act and the general investigation and the processing of claims for compensation were carried out through the Accident Prevention and Compensation Branch, whose Director is also the Secretary of the Merchant Seamen Compensation Board. A number of settlements of temporary disability claims that were in accordance with the provisions of the Act and were not disputed by the employer or the employee were approved by the Secretary. Formal approval of such settlements is the responsibility of the Board.

The Merchant Seamen Compensation Board met to consider medical reports and other documents relating to permanent disability claims, and claims for dependency as a result of fatal accidents. The Board also determined and issued awards for permanent disabilities (total and partial) and awards of pensions to widows and children.

Thirty-six accidents were reported during the year, including two fatal cases. At the close of the year, six claims were pending.

Statistical Summary

	<i>Shipping Companies Covered</i>	<i>Seamen Employed (Approx.)</i>	<i>Claims Reported</i>	<i>Temporary Disability Awards</i>	<i>Permanent Disability Awards</i>	<i>Fatal Accidents</i>
1945 to 1961	—	—	871	595	118	70
1961-62	44	2,500	20	16	1	2
1962-63	40	2,300	15	14	—	1
1963-64	37	2,200	25	23	1	2
1964-65	39	2,500	30	21	2	8
1965-66	36	2,300	22	16	2	2

Labour Standards

The Labour Standards Branch administers the Canada Labour (Standards) Code, the Female Employees Equal Pay Act, and the fair wages policy on federal government contracts. The Branch also prepares recommendations on rates of pay for prevailing rate employees of government departments and agencies.

In addition, the Branch has been involved in a heavy volume of work under the Code that included the handling of inquiries and complaints and the granting of orders and permits. Extensive use has been made by employers and others of the provisions in the Code under which submissions may be made for deferment of the operation of Part I (Hours of Work) and Section II (Minimum Wages).

Canada Labour (Standards) Code

The main parts of the Canada Labour (Standards) Code*, dealing with hours of work, the minimum wage, annual vacations, and general holidays, came into effect on July 1, 1965.

Under the special and transitional provisions of the Code, 540 submissions were made for deferment or suspension of Part I (Hours of Work). These covered 4,239 establishments. Seven orders were issued deferring the operation of Part I, including a general order respecting flour mills, feed mills, feed warehouses, and seed cleaning mills. One submission was rejected.

For deferment of the operation of Section II (Minimum Wages) 250 submissions were made, covering 279 establishments. Twenty-nine orders were issued deferring the operation of Section II, including a general order respecting feed mills, feed warehouses, and seed cleaning establishments. Twelve submissions were rejected.

Averaging periods of hours of work of 13 weeks or less have been reported in 62 cases, and averaging periods of longer than this have been approved by the Minister in seven cases. The Minister has also approved 11 applications for permission to work in excess of the maximum hours, two applications for permission to pay less than the minimum wage to handicapped employees, and four applications for permission to pay less than the minimum wage under training programs. Nineteen applications for approval of years of employment for vacation purposes were approved by the Minister.

Fair Wages on Government Contracts

There has been further progress on important projects to which labour conditions were applied under the provisions of the Fair Wages and Hours of Labour Act*.

*See Appendix 7 — Fair Wages Legislation.

The construction of the South Saskatchewan River Dam is now in its eighth year. Three schedules were issued for additional contract projects during the year, making a total of 47 schedules since the first was issued on July 10, 1958. Most of this work is being done on the basis of two 10-hour shifts daily.

Six additional schedules were prepared for the final phases of the new Atomic Energy (Candu) Reactor at Douglas Point, Ont., for Atomic Energy of Canada, making a total of 48 schedules since the work was begun on September 13, 1960.

Sixteen additional schedules were supplied to Atomic Energy of Canada for contracts for the Nuclear Research Establishment, Whiteshell, Man., and for construction of the Town of Pinawa, making a total of 118 schedules since the first was issued on June 8, 1961.

The Canadian Corporation for the 1967 World Exhibition (Expo 67) was supplied with 102 schedules—to Defence Construction (1951) Limited, acting for the Corporation—for the preparation of a world exhibition site on islands and reclaimed land in the St. Lawrence River at Montreal, making a total of 128 schedules since the start of the work. As this is a crash program and much has to be done within a limited time, each schedule contained a permit to work up to 60 hours a week with payment of not less than time-and-a-half for all hours worked in excess of 8 a day and 44 a week.

In connection with Expo 67, a schedule was issued also to the Department of Public Works for the construction of an ice control structure.

Although the fair wages legislation does not apply to contracts for services, nevertheless schedules were issued as usual for service contracts at the request of government departments—for contracts such as interior cleaning of public buildings, moving office furniture and supplies, and catering at Army camps and other establishments.

Works of Construction, Repair, Remodelling and Demolition — During the fiscal year the Department issued 3,522 schedules of labour conditions compared with 3,069 for 1964-65 and 2,808 for 1963-64.

The value of contracts reported to the Department as having been awarded during the year was \$308,833,712 compared to \$260,531,744 for 1964-65. A total of \$79,364 was collected from 105 contractors for distribution to 1,887 workers to satisfy wage arrears owed by contractors. During the fiscal years 1964-65 and 1963-64 the collections totalled \$74,065 and \$85,249 respectively.

All complaints received concerning the failure of contractors to apply the labour conditions of contracts were investigated. As well, a policy of regular inspections was maintained. During the fiscal year the fair wages officers made 99 inspections to ensure that wages and hours and other labour conditions, including the non-discrimination provision, were being observed by contractors on government contracts. In addition, 80 inspections were made of the overtime rates being paid on contracts where permission had been granted to exceed the statutory hours of work. The corresponding figures for 1964-65 were 58 for wage inspections and 58 for overtime-permit inspections.

*See Appendix 6 for synopsis of Code.

Twenty-five schedules of wage rates proposed for use by contractors under Labour Conditions (A-2) were submitted to the Department. These schedules were examined and approved for use on the contracts in question.

Contracts for the Manufacture of Supplies and Equipment — Departments awarding contracts for the manufacture of supplies and equipment are required to include standard labour conditions in the provisions of contracts. During the year 1,883 contracts were awarded to a total value of approximately \$22,432,559; and 377 statutory declarations listing the classifications of workers employed on such contracts, their wage rates and hours of work, were submitted to the Department for review. The corresponding figures for 1964-65 were 1,625 to a total value of \$13,795,872, and 348 statutory declarations.

Prevailing Rate Employees

The prevailing rate policy of the Government of Canada is embodied in the Prevailing Rate Employees General Regulations, 1963. The Regulations require that the rates of pay of prevailing rate employees be based on rates of pay prevailing in the appropriate area in Canada for comparable work, and that the rates of pay of such employees be authorized by Treasury Board on the basis of recommendations of the Department of Labour.

Although it is the responsibility of employing departments to initiate wage rate reviews, the Department of Labour will endeavour, on receipt of a request from a department for a review of rates at any location, to enlarge the survey to include all the classes at all departments at the location that are likely to be affected by the original request. Accordingly, surveys are carried out for all 'survey' classes of prevailing rate employees at a given location at one time. This procedure also groups under 'main locations' all those locations where wage rates are established on the basis of the same wage data. Recommendations for wage rates are sent monthly by the Department of Labour to the Treasury Board and, on approval, may be applied automatically by all departments having prevailing rate employees at the designated locations and sublocations.

Ships' Officers Regulations and Ships' Crews Regulations are embodied in T.B. 558257 and T.B. 558258, respectively, both dated December 22, 1959. The rates for ships' officers and crews are approved by Treasury Board on the recommendations of employing departments, which in turn are based on recommendations of the Department of Labour, and they are also based on rates prevailing in the appropriate area of employment for similar classes of work.

The Commissionaire Services Regulations, T.B. 482506 of February 8, 1955, effective April 1, 1955, provide that agreements may be entered into between departments of the Government and the Canadian Corps of Commissionaires or the British Columbia Corps of Commissionaires for commissionaire services. The rates of pay are established by Treasury Board after consultation with the Department of Labour. Effective March 31, 1966, the responsibility for negotiating contract terms and conditions for commissionaire services is to be trans-

ferred by Treasury Board to the Department of Defence Production. In future the Department of Labour will not be required to provide the Treasury Board with a list of recommended hourly rates for commissionaire services.

Altogether, the Department of Labour makes prevailing rate recommendations on behalf of some 40,000 employees who are exempt from certain provisions of the Civil Service Act. They are employed by about 26 departments and agencies of the Government on public buildings, parks, forests, canals, dockyards, ordnance depots, machine shops, ammunition depots, air stations, printing establishments and on government vessels. In addition, departments and agencies of the Government have contracted for the services of about 4,000 commissionaires of the Canadian Corps of Commissionaires and the British Columbia Corps of Commissionaires at various locations across Canada.

During the year 8,757 wage rate recommendations were made, affecting an estimated 738 different occupational classifications and involving 379 locations, 440 sublocations, and 340 government ships.

Field officers of the Department conducted 113 wage surveys during the year to obtain wage information about wage rates being paid by private employers in various areas in Canada where prevailing rate employees of the government are employed. Wage returns collected by the Economics and Research Branch, wage rates established by collective agreements, and wage rates specified in some provinces by legislation, were also examined.

Female Employees Equal Pay Act

No formal complaints were received during the year under the Female Employees Equal Pay Act, which came into effect on October 1, 1956. The Act applies to employers and employees engaged in works, undertakings and businesses coming within federal jurisdiction.

The co-operation of employers and trade unions was sought after the Act came into effect to ensure compliance with the purposes of the Act. Employers to whom the Act applies were asked to review their practices in the payment of female employees in order to avoid or eliminate any conflict with the provisions of the Act.

The Act prohibits an employer from employing a female employee for any work at a rate of pay that is less than the rate at which a male employee is employed by that employer for identical or substantially identical work. A difference in rates of pay for male and female employees doing identical or substantially identical work does not contravene the Act when such difference is based upon factors other than sex that normally justify different rates of pay. Complaints under the Act may be made in the first instance to the Minister of Labour. Such complaints may be referred by the Minister to a Fair Wage Officer to make an investigation and try to effect a settlement. If no settlement follows, the complaint may be referred to a referee for final decision after hearing the parties concerned. The referee may order the adjustment of wages paid to the female employees.

Special Services

On January 1, 1966, the Branch's manpower programs, and their administration, were transferred to the Department of Citizenship and Immigration pending the creation of the new Department of Manpower and Immigration. These programs included the Municipal Winter Works Incentive Program, the Supplementary Federal Government Winter Construction Program, the efforts to increase federal winter work through the actions of the Interdepartmental Committee on Federal Winter Work Programming, the Winter Employment Campaign, and the Federal-Provincial Agricultural Manpower Program. Consequently, information on Branch activities for these programs relates only to the first nine months of the fiscal year, except for that of the Interdepartmental Committee on Federal Winter Work Programming.

The Winter House Building Incentive Program remained the responsibility of the Department and the Branch continued to administer this program.

Interdepartmental Committee on Federal Winter Work Programming

The committee, composed of senior officials of the Departments of Defence Production, Industry, Finance, Labour, National Defence, Transport, and the Post Office, Treasury Board, Central Mortgage and Housing Corporation, and Defence Construction (1951) Ltd., continued its efforts to stimulate winter employment at the federal level. The Deputy Minister of Labour served as Chairman of the committee until January 1, 1966, when the Deputy Minister of the new Department of Manpower and Immigration became the Chairman. The Secretariat for the committee and its subcommittees was provided by the Special Services Branch.

The committee held three meetings during the period under review and submitted reports to Cabinet covering the activities and efforts of departments and agencies to arrange their expenditure programs for construction, maintenance, repairs and procurement of materials, so that maximum employment during the winter months (November to April) would be created. For the 1965-66 winter, the committee recommended that departments defer construction projects in certain areas of short labour supply during the summer to reduce the demand for skilled construction workers then, as well as to provide additional winter employment. The committee also recommended a supplementary winter construction program for 1965-66 by the Government in areas of high winter unemployment.

During the 1965-66 fiscal year federal construction projects contained a winter content of \$133 millions, i.e., 49.5 per cent of all federal construction expenditures. The scheduling of repair, alteration and maintenance work by

departments provided winter work to the extent of some \$29 million. Departments and agencies also scheduled their procurement of materials to provide maximum winter employment.

Supplementary Federal Government Winter Construction Program

This program, designed to create additional winter work in areas of high winter unemployment, was authorized by the Cabinet from November 1, 1965 to April 30, 1966. Under the program, federal departments bring forward projects that are ready for construction but for which funds have not been provided in current estimates. Funds to cover approved projects were available from the Department of Finance vote "Miscellaneous, Minor or Unforeseen Expenses."

During the 1965-66 winter approved projects amounted to \$6,893,253 and were estimated to provide 178,690 man-days of work.

Winter Employment Committees Sponsored by Industry

As in previous years the construction industry was active in efforts to encourage winter employment. The Canadian Construction Association sponsors the National Joint Committee on Wintertime Construction, which draws its membership from many national organizations. The committee considers methods of increasing winter employment from the industry's point of view and makes recommendations to the Government, and the Association calls attention to the advantages of winter construction at every opportunity.

The Architects-Engineer Advisory Committee on Winter Employment, sponsored by the Royal Architectural Institute of Canada and the Canadian Council of Professional Engineers, met on several occasions during the year to study new ways to stimulate winter employment. The secretariat for this committee was provided by the Special Services Branch.

Municipal Winter Works Incentive Program

On July 12, 1965, the Minister of Labour wrote to the provincial premiers advising them that the Municipal Winter Works Incentive Program would be available to municipalities during the winter that year. The terms of this program, effective from November 1, 1965, to April 30, 1966, were substantially the same as for the previous winter. The Government paid 60 per cent of direct payroll costs of approved projects carried out by municipalities in areas designated under the Department of Industry Act and also areas of high winter unemployment designated by the Minister of Labour. In other areas the federal incentive payment was 50 per cent of direct payroll costs.

Again, several provinces provided a further incentive by supplementing the federal contribution toward the payroll costs of accepted projects.

<i>Province</i>	<i>Provincial Contributions</i>
BRITISH COLUMBIA	50% of direct payroll costs or 40% of direct payroll costs in those cases where the federal contribution is 60 per cent in respect of persons who, immediately before being employed on projects, have been or are in receipt of welfare assistance, or 25% of direct payroll costs of persons registered for employment with NES who are no longer qualified for insurance or who have used up all their benefits, upon receipt of a declaration that no welfare recipients are available.
ALBERTA	25% of direct payroll costs.
SASKATCHEWAN	25% of direct payroll costs.
MANITOBA	25% of direct payroll costs in respect of unemployed persons not entitled to unemployment insurance, or 50% of direct payroll costs in respect of persons who, immediately before being employed on projects, had been in receipt of social allowances for at least 30 days.
ONTARIO	25% of direct payroll costs, or 30% of direct payroll costs in designated areas and in areas of high winter unemployment.
QUEBEC	40% of direct payroll costs.
PRINCE EDWARD ISLAND	30% of direct payroll costs.

As the administration of this program was transferred to the new Department of Manpower and Immigration on January 1, 1966, Table 1 provides statistical information only for the period November 1, 1965 to December 31, 1965. During this period 4,601 applications for projects, submitted by 2,172 local authorities under the program, were accepted on behalf of the Government. The cost of these projects was estimated at \$286,144,000, and the direct payroll cost at \$104,654,000, of which the federal contribution was estimated at \$56,405,000. Work on site provided employment for 132,148 men for 6,976,783 man-days according to the estimates provided by the municipalities.

Winter House Building Incentive Program

This program, designed to stimulate winter employment in the house building industry by providing for an incentive payment of \$500 to the first purchaser or owner-occupier of winter built housing, was operated for the third successive winter.

To qualify for the incentive, construction must not have proceeded beyond the first floor joists stage prior to November 15, 1965, and must have been completed, except for "seasonal deficiencies," by April 15, 1966. Seasonal deficiencies include exterior painting and site improvements. These conditions are to ensure that approximately 75 per cent of the construction is carried out during the winter period. Each dwelling unit has to have at least four rooms in addition to a bathroom, and have heating and sanitary facilities and space for cooking. Electrical facilities, where available, are also a requirement.

For housing to qualify under the program, it has to meet the general standards of construction set out in Part 9 (Housing) of the National Building Code of Canada 1965 and, in addition, has to comply with local municipal by-laws and provincial legislation.

The Central Mortgage and Housing Corporation co-operated with the Department in the administration of the program. Its local offices received applications and its staff carried out the inspections necessary to determine that construction had not proceeded beyond the permissible stage at November 15, 1965, and that construction had reached the required stage of completion by April 15, 1966.

A total of 34,416 applications for certification of housing were received, covering 40,191 dwelling units. Of these, 33,918 dwelling units qualified for the incentive, their total cost being estimated at \$541,708,298. The cost to the Government in incentive payments was estimated at \$16,959,000.

The statistical information is provided in Table 2.

Federal-Provincial Agricultural Manpower Program

This program was introduced in 1942 as a co-operative arrangement to ensure an adequate supply of workers for agricultural and other related industries. It is carried out under agreements (renewed annually) with each of the provinces except Newfoundland. Under these agreements, the Government and each province share equally the expenses incurred in organizing the efficient use of farm labour and in recruiting, transporting, and placing workers, on farms and in related industries, as well as necessary welfare assistance and other incidental expenses. The program provides for the movement of workers within a province as well as between provinces.

A new form of Agricultural Manpower Agreement with the provinces was entered into for the fiscal year 1965-66. Under this agreement, the responsibility for the recruitment, movement, and placement of agricultural manpower is with the National Employment Service.

The solution of manpower problems in agriculture depends in part on the improvement of working and living conditions in agriculture, and much research is required. This is provided for by the new agreement under which the provinces are required to establish federal-provincial agricultural manpower committees to deal with these matters. These committees, chaired by senior officials of the provincial departments of agriculture, are also to consider other action, such as the training of workers, to improve the supply of manpower.

This program was transferred to the new Department of Manpower and Immigration on January 1, 1966.

Canada-U.S.A. Movements — For many years arrangements have been made for seasonal movements of various classes of agricultural workers to and from the United States, such as potato pickers from Quebec and New Brunswick to the State of Maine, and tobacco workers from the U.S.A. to Ontario and Quebec. In recent years, these movements have been placed on an organized basis. Transportation and any other expenses of Canada-U.S.A. movements are arranged privately between workers and employers, so that these costs are not a charge to public funds. These matters also became the responsibility of the new Department of Manpower and Immigration on January 1, 1966.

TABLE 1—Municipal Winter Works Incentive Program, November 1, 1965, to December 31, 1965

	Canada	B.C.	Alta.	Sask.	Man.	Ont.	Que.	N.B.	N.S.	P.E.I.	Nfld.	Yu- kon	N.W.T.	Indian Bands
Participating local authorities....	2,172	81	174	356	49	265	1,014	28	44	47	46	—	35	33
Applications received.....	4,665	293	512	733	137	696	1,917	60	66	78	78	—	51	44
Applications accepted.....	4,601	293	509	731	136	694	1,863	60	66	76	78	—	51	44
Applications rejected, pending or withdrawn.....	64	0	3	2	1	2	54	0	0	2	0	0	0	0
Estimated cost of projects during period of program in thousands of dollars.....	286,144	20,088	25,895	18,961	5,971	77,646	122,938	6,464	2,461	2,363	2,632	—	165	560
Estimated direct payroll cost of projects during period of pro- gram in thousands of dollars...	104,654	7,920	7,758	5,830	2,190	21,152	55,148	1,303	1,077	1,038	743	—	144	351
Percentage of payroll cost to total cost during period of program...	36.6	39.4	30.0	30.7	36.7	27.2	44.9	20.2	43.8	43.9	28.2	—	87.3	62.7
Estimated federal government share of direct payroll costs in thousands of dollars.....	56,405	3,975	3,937	3,123	1,145	10,616	30,977	717	602	618	446	—	72	177
Estimated number of men to be hired during period of program.	132,148	6,147	9,767	12,309	2,115	13,835	80,189	1,273	1,634	1,821	1,650	—	404	1,004
Estimated man-days work to be provided during period of pro- gram.....	6,976,783	350,528	449,474	366,966	140,093	979,262	4,304,803	73,619	105,988	95,497	69,025	—	8,935	32,593

TABLE 2—Winter House Building Incentive Program, 1965-1966
(Preliminary)

Applications for Certification											
Province	Received		Cancelled by Applicant		Rejected at First Inspection		Approved at First Inspection		Rejected at Final Inspection*		Approved at Final Inspection
	Applications	Units	Applications	Units	Applications	Units	Applications	Units	Applications	Units	
Newfoundland.....	306	371	1	1	14	14	291	356	93	110	198
Prince Edward Island.....	53	60	—	—	11	11	42	49	8	8	34
Nova Scotia.....	489	622	—	—	9	9	480	612	75	110	402
New Brunswick.....	454	536	1	1	19	23	434	512	64	77	370
Quebec.....	12,153	16,001	76	89	165	208	11,912	15,704	1,087	1,486	10,793
Ontario.....	9,356	10,231	52	53	142	146	9,162	10,032	1,459	1,587	7,702
Manitoba.....	1,599	1,717	7	12	20	20	1,572	1,685	152	156	1,420
Saskatchewan.....	1,938	2,119	7	7	48	51	1,883	2,061	339	404	1,529
Alberta.....	4,022	4,197	33	34	10	10	3,979	4,153	339	377	3,638
British Columbia.....	4,032	4,321	17	22	50	61	3,965	4,238	1,049	1,105	2,915
Yukon and Northwest Territories.....	14	16	—	—	—	—	14	16	11	13	3
Totals.....	34,416	40,191	194	219	488	554	33,734	39,418	4,676	5,433	29,018
Further Data Taken From Applications For Certification											
Cost of Construction in Thousands of Dollars	Type of Structure	Method of Construction	Structures Built For	Financing	Value of Houses Covered by Approved Applications						
Under 6.....\$ 66					Newfoundland.....	3,080,151					
6-8.....124					Prince Edward Island.....	528,208					
8-10.....292					Nova Scotia.....	7,285,022					
10-12.....1,099					New Brunswick.....	5,699,213					
12-14.....3,598	Single.....25,147				Quebec.....	182,068,792					
14-16.....5,514					Ontario.....	147,788,616					
16-18.....4,474	Duplex.....3,248				Manitoba.....	23,331,111					
18-20.....3,807					Saskatchewan.....	23,229,207					
20-22.....1,967	Triplex.....311	Owner Builder.... 8,036	Sale.....21,208	N.H.A.....19,973	Alberta.....	57,807,834					
22 and Over.....6,069		Merchant Builder..21,022	Rent.....738	Other.....9,085	British Columbia.....	52,683,144					
Not Reported.....2,048	Quadruplex.....352				Yukon and N.W.T.....	28,184					
Totals.....29,058	29,058	29,058	29,058	29,058	Not Reported.....	38,178,716					
						541,708,298					

* Includes 1,305 applications covering 1,578 dwelling units that were non-starts.

Women's Bureau

Activities in 1965 included a one-day consultation on changing patterns in women's employment, talks to organized groups, participation and leadership in discussion groups, television and publicity interviews, and information and advice given to the many visitors to the Bureau.

Written information included the Women's Bureau Bulletins, monthly contributions of the Women's Bureau page in *The Labour Gazette*, the compilation of statistical data regarding the female labour force and current information regarding national women's organizations, and correspondence with enquirers. The new edition of the fact book on women workers, *Women at Work in Canada*, was published and a French edition will be available in 1966. Book reviews and articles on women's work were also contributed to various periodicals.

Consultation on Changing Patterns in Women's Employment — As in years past, the highlight activity was the annual conference, a bringing together of persons in responsible positions from across Canada for informed discussion of issues relating to the gainful work of women in today's society.

'Changing Patterns in Women's Employment,' this year's topic, was organized around two keynote speakers who presented facts and figures on past, present and possible future trends of the female working world, contributing toward a lively and sustained interest from all participants.

Dr. Sylvia Ostry, the first speaker, indicated that for the first time in this century a two-phase working cycle had emerged, the second peak in employment being caused by the return to work of numbers of women in the middle-age group. Professor Noah Meltz, the second speaker, referred to the tremendous swing to clerical work and to the opinion that opportunities for women would tend to increase in clerical, service and professional employment. George V. Haythorne, the Deputy Minister, in his speech of welcome warned that the increased demand for women workers must not water down existing standards and conditions of work, particularly with regard to those in part-time employment.

Vocational Counselling — The Bureau has acquired status in the preparation of material for the counselling and guidance of girls and women. As the number of mature women returning to the labour force has increased in recent years, a definite need has been established for a type of counselling adapted especially to their particular circumstances.

The Director advised the Canadian Federation of University Women in the formation of working plans for a survey on felt needs for continuing education by women graduates. A portion of the cost of this survey is being underwritten by the Department. The Director also spoke on the participation of mature women in Canada's labour force at a meeting of the National Employment Committee.

At the Founding Conference of the Canadian Guidance and Counselling Association, a panel discussion on the development and utilization of womanpower was organized and chaired by the Assistant to the Director. The panel members discussed counselling at high school and university levels, professional training for mature women returning to the labour market, and the utilization of womanpower in the federal civil service. The Assistant to the Director, a member of the Advisory Vocational Committee of the Collegiate Institute Board of Ottawa, addressed the *Cercle universitaire des femmes diplômées* (Montreal) and participated in a discussion group afterward on the guidance of women who previously had family responsibilities and wished to return to outside employment.

With a small group of experts from various disciplines, a half-day discussion period was held in the Women's Bureau as a preliminary step to the preparation of a guidance brochure on the choice of university education. The brochure entitled *If I go to University* has now been completed for publication.

Publications — A new edition of *Women at Work in Canada* is now available and a French edition is in process of publication. A French edition of *Physical Sciences, Earth Sciences, Mathematics—Fields of Work for Women* is also available now.

This year the Women's Bureau Bulletins, which are issued occasionally, included *The Recommendation Concerning the Employment of Women with Family Responsibilities adopted unanimously by Forty-ninth Session, International Labour Conference*—the full text of the Recommendation with a comment; *Women at Work: Members of the Family and Community*—an account of the Women's Bureau policy and activity with additional news of current interest; *The United Nations Commission on the Status of Women, Nineteenth Session*—the provisional agenda with comment. All these are available in either English or French.

The annual Directory of *National Women's Organizations in Canada* was published in a bilingual format, and *Facts and Figures about Women in the Labour Force 1965* was prepared and also will be published in a bilingual format.

The Director contributed articles on various aspects of women's work and book reviews to various periodicals including *Canadian Labour*, *Canadian Forum*, *Canadian Welfare*, *Information* (the journal of the United Steelworkers of America) and the *World YWCA Monthly*.

Talks and Discussions — The Branch Director (or the Assistant to the Director) participated in the Canadian Conference on Aging and a number of meetings on adult education, child care programs and facilities for working mothers, guidance and counselling, training, re-entry into employment, legislation, industrial relations, and human rights, arranged with organized groups—these included the Business and Professional Women's Clubs, the Canadian Association of Administrators of Labour Legislation, the Canadian Federation of University Women, the Canadian Headmistresses' Association, the Canadian Welfare Council, the *Cercle de Fermières de Québec*, the National Employment Committee, the National Technical and Vocational Training Advisory Council, the Ontario Council

of Women, the Ottawa Welfare Council, the Quo Vadis School of Nursing, the Saskatchewan Federation of Labour, the United Automobile Workers, the United Church of Canada Board of Women, and the Women's Personnel Association (Montreal). Directors of other associations, unions, and Women's Bureaus from the provinces and the U.S.A. also were involved in several of these meetings.

Social Welfare — The Branch Director, who is Chairman of the Nominating Committee of the Family and Child Welfare Division of the Canadian Welfare Council, contributed to the formative stages of a plan to survey existing day-care facilities in Canada. This survey is to be conducted by the Canadian Welfare Council with financial support from the Government. The Assistant to the Director is a member of the Planning Committee for the Observance in Canada of International Year on Human Rights, 1968.

International Relations — The Director was the Government member on the Committee on Women Workers at the 49th Session of the ILO Conference at Geneva and, under the auspices of OECD in Paris, presided over a working party on women in the labour force, their working hours and services. The Director also attended a conference of State Commissions on the Status of Women that was held in Washington.

Visitors to the Bureau have included representatives from Australia, British Guiana, Germany, Japan, Pakistan, Philippines, Tanzania, and the U.S.A.

**BRANCHES TRANSFERRED JANUARY 1, 1966 TO THE
DEPARTMENT OF CITIZENSHIP AND IMMIGRATION**

Technical and Vocational Training

The Government contributed \$152,761,542.56 in 1965-66 toward the costs incurred by the provinces in respect of all projects and programs undertaken and administered in accordance with the training agreements.* In 1964-65 the federal contributions were \$97,233,887.72.

Technical and Vocational Training Agreement

All provinces are parties to the Technical and Vocational Training Agreement, which became effective on April 1, 1961 and will expire on March 31, 1967. The present amended agreement provides for federal government reimbursement to the provinces at the rates specified under the various programs. Programs are: Capital Expenditures Program, Program 1: Vocational High School Training, Program 2: Technician Training, Program 3: Trade and Occupational Training, Program 4: Training in Co-operation with Industry, Program 5: Training of the Unemployed, Program 6: Training of the Disabled, Program 7: Training of Technical and Vocational Teachers, Supervisors and Administrators, Program 8: Training for Federal Government Departments, Program 9: Student Aid, Program 10: Manpower Requirements and Training Research, and Technical and Vocational Correspondence Courses Program.

Capital Expenditures Program — Whereas other programs provide for sharing in operating costs, this program provides for federal assistance toward the cost of buildings and equipment required to carry out technical and vocational programs as provided for under the Technical and Vocational Training Agreement and the Apprenticeship Training Agreement.

The present agreements, amended in 1963, provide for federal government reimbursement to a province of 75 per cent of the approved capital expenditure until the federal contribution reaches an amount equal to \$480 for each person in the 15-19 (inclusive) age group residing in the province as determined by the 1961 census; thereafter, and until the training agreements expire, the rate of federal reimbursement is 50 per cent of capital expenditures on facilities, except for capital expenditures on facilities for training the unemployed, for which the rate of reimbursement is 75 per cent.

During the year, 80 new projects and major additions were added to the program and 100,694 new student places were approved for federal contributions. This brings the number of new projects and major additions to a total of 740, and the number of student places to 352,145.

The provinces claimed \$104,089,545 of federal assistance for capital projects during the year compared with \$52,758,300.58 for the previous fiscal year.

Program 1: Vocational High School Training — Provides support for high school courses in which at least one-half of the school time is devoted to technical,

* See Appendix 8 for Synopsis of the Technical and Vocational Training Assistance Act.

TABLE 1—Capital Expenditures—Payments

Province	Claims Paid During 1965-66		
	For Previous Year	For 1965-66	Total Payments
	\$	\$	\$
Newfoundland	292,792.71	34,587.79	327,380.50
Prince Edward Island	16,841.46	50,152.24	66,993.70
Nova Scotia	231,596.59	315,504.50	547,101.09
New Brunswick	187,448.65	116,047.52	303,496.17
Quebec	15,411,044.65	26,714,927.73	42,125,972.38
Ontario	9,737,014.98	21,660,717.65	31,397,732.63
Manitoba	381,982.32	1,189,222.77	1,571,205.09
Saskatchewan	51,309.66	944,363.47	995,673.13
Alberta	105,425.23	11,177,381.63	11,282,806.86
British Columbia	348,817.28	14,929,583.26	15,278,400.54
Yukon Territory	—	192,783.60	192,783.60
Northwest Territories	—	—	—
Totals	26,764,273.53	77,325,272.16	104,089,545.69

commercial or other vocational subjects. The courses must be designed to prepare students for entry into employment or for further vocational or technical training. Under this program, the provinces and territories share an annual allotment of \$3 million in proportion to the numbers in the age group 15 to 19 years old residing in the province or territory. This assistance may not exceed 50 per cent of the provincial costs of the programs, nor can any part of this money be used for capital expenditures.

TABLE 3—Vocational High School Training—Payments Program 1

Province	Claims Paid During 1965-66			
	Annual Federal Allotment	For previous Year	For 1965-66	Total Payments
	\$	\$	\$	\$
Newfoundland	111,300.00	6,000.00	5,500.00	11,500.00
Prince Edward Island	46,700.00	—	46,700.00	46,700.00
Nova Scotia	150,000.00	—	150,000.00	150,000.00
New Brunswick	130,000.00	—	130,000.00	130,000.00
Quebec	897,000.00	—	—	—
Ontario	841,000.00	303,048.19	841,000.00	1,144,048.19
Manitoba	161,500.00	—	161,500.00	161,500.00
Saskatchewan	165,500.00	—	165,500.00	165,500.00
Alberta	213,500.00	—	213,500.00	213,500.00
British Columbia	239,000.00	—	239,000.00	239,000.00
Yukon Territory	21,400.00	—	16,319.47	16,319.47
Northwest Territories	23,100.00	—	189.70	189.70
Totals	3,000,000.00	309,048.19	1,969,209.17	2,278,257.36

TABLE 2—Technical and Vocational Training Agreement Capital Projects Approved April 1, 1961 to March 31, 1966

Province	New School Facilities				Additions, Alterations and Equipment— Existing Schools				Student Places	Total Estimated Cost	Estimated Federal Contribution
	Inst. Tech. ¹	Trade School	Voc. H.S. ²	Inst. Tech. ¹	Trade School	Voc. H.S. ²	Minor less than \$10,000				
Newfoundland	1	12	—	—	1	—	2	3,570	\$ 28,955,271	\$ 21,362,482	
Prince Edward Island	—	1	1	—	—	—	6	1,486	3,742,143	2,807,094	
Nova Scotia	1	1	5	—	7	1	1	2,838	11,372,843	8,529,631	
New Brunswick	2	4	—	—	2	1	32	2,645	10,822,087	7,309,688	
Quebec	7	30	85	13	54	—	7	73,214	187,452,882	117,142,314	
Ontario	2	11	278	5	11	55	25	181,618	616,526,846	300,959,651	
Manitoba	1	2	1	—	7	10	47	5,602	16,246,983	11,780,367	
Saskatchewan	1	—	9	1	—	5	—	10,784	35,888,341	18,552,414	
Alberta	2	2	42	1	5	10	4	34,242	113,865,181	78,476,005	
British Columbia	1	6	34	—	3	33	5	35,634	74,976,333	52,430,228	
Yukon Territory	—	1	—	—	—	1	—	482	1,479,808	974,175	
Northwest Territories	—	—	—	—	1	—	—	30	869,750	136,519	
Totals	18	70	455	20	91	116	129	352,145	1,102,198,468	620,460,568	

¹ All the Institutes of Technology listed will offer Trade Training Courses with the exception of Institutes in Ontario, the British Columbia Institute of Technology and 6 of the Institutes in Quebec.

² This category includes Technical Secondary Schools and vocational departments in Composite High Schools.

TABLE 4—Vocational High School Training—Enrolments Program 1

<i>Province</i>	<i>School Year 1965-66</i>	<i>Province</i>	<i>School Year 1965-66</i>
Newfoundland	290	Manitoba	5,426
Prince Edward Island	773	Saskatchewan	4,291
Nova Scotia	2,196	Alberta	13,196
New Brunswick	6,616	British Columbia	15,420
Quebec	*	Yukon Territory	—
Ontario	167,169	Northwest Territories	36
		Total	215,413

* Enrolments not reported.

TABLE 5—Technician Training—Payments Program 2

<i>Province</i>	<i>Claims Paid During 1965-66</i>		
	<i>For Previous Year</i>	<i>For 1965-66</i>	<i>Total Payments</i>
	<i>\$</i>	<i>\$</i>	<i>\$</i>
Newfoundland	43,504.04	93,492.38	136,996.42
Prince Edward Island	—	—	—
Nova Scotia	530.12	20,222.14	20,752.26
New Brunswick	5,370.40	122,394.84	127,765.24
Quebec	271,169.18	37,232.73	308,401.91
Ontario	898,274.66	385,479.07	1,283,753.73
Manitoba	422.04	160,329.39	160,751.43
Saskatchewan	—	301,610.11	301,610.11
Alberta	—	736,392.83	736,392.83
British Columbia	—	845,240.78	845,240.78
Yukon Territory	—	—	—
Northwest Territories	3,049.47	9,398.51	12,447.98
Totals	1,222,319.91	2,711,792.78	3,934,112.69

Program 2: Technician Training — Fifty per cent of provincial expenditures are contributed by the federal government toward the operating costs of this program at the post-secondary school level. Federal payments for the year amounted to \$3,934,112*, compared with \$10,238,560 for 1964-65. The provinces reported 21,741 persons in training compared with 19,610 for the previous year.†

*This figure does not include payments to Quebec because, under the opting-out agreement with Quebec, federal payments were made to Quebec by way of tax abatement for the year under review.

†The enrolment figures are for all provinces including Quebec.

TABLE 6—Technician Training—Enrolments, Program 2—School Year 1965-66

Course	Nfld.	P.E.I.	N.S.	N.B.	Que.	Ont.	Man.	Sask.	Alta.	B.C.	Totals
Accountancy.....	38	—	—	48	—	—	—	47	—	—	133
Aeronautics.....	—	—	—	—	185	—	—	—	—	—	185
Aeronautical Engineering Tech...	—	—	—	—	—	—	—	—	51	—	51
Agricultural Technology.....	—	—	—	—	238	—	—	—	—	—	238
Aircraft Maintenance Technology.....	—	—	—	—	—	—	—	—	42	—	42
Architectural Technology.....	28	—	—	44	—	13	—	53	138	—	276
Automotive Technology.....	—	—	—	—	754	—	—	—	—	—	754
Automotive Service Technology..	—	—	—	—	—	—	—	—	60	—	60
Biochemical Technology.....	—	—	—	—	202	56	—	—	—	—	258
Business Administration.....	17	—	—	42	—	1,737	132	54	144	144	2,270
Chemistry and Dyeing.....	—	—	—	—	51	—	—	—	—	—	51
Chemical Technology.....	—	—	—	12	—	110	23	—	216	44	405
Civil Technology.....	6	—	—	22	14	386	78	64	54	50	674
Commercial Art, Fine Art, Crafts and Ceramics.....	—	—	—	—	559	—	—	—	197	—	756
Commercial Cooking.....	—	—	—	—	—	—	—	—	—	35	35
Computer Programming.....	—	—	—	—	—	—	—	—	14	—	14
Construction Technology.....	—	—	—	19	25	—	—	—	—	47	91
Dental Technology.....	—	—	—	—	—	—	—	—	35	—	35
Diesel.....	—	—	—	—	12	—	—	—	—	—	12
Dietary Service Technician.....	—	—	—	—	—	—	—	—	38	—	38
Distributive Technology.....	—	—	—	—	—	—	—	—	69	—	69
Drafting Technology.....	—	—	—	—	75	—	—	32	148	—	255
Electrical Technology.....	26	—	18	22	1,745	—	39	49	44	107	2,050
Electronic Technology.....	58	—	47	60	1,255	355	104	55	455	—	2,389
Engineering Technology.....	—	—	—	—	—	102	—	—	—	20	122
Exploration Technology.....	—	—	—	—	—	—	—	—	53	—	53
Fisheries Technology.....	32	—	—	—	—	—	—	—	—	—	32
Forest Technology.....	12	—	—	—	—	70	—	—	59	107	248
Foundry.....	—	—	—	—	12	—	—	—	—	—	12
Furniture and Interior Design...	—	—	—	—	102	76	—	—	—	—	178
Gas Technology.....	—	—	—	—	—	—	—	—	23	23	46
Graphic Arts.....	—	—	—	—	272	—	—	—	—	26	298
Heavy Duty Equipment Technology.....	—	—	—	—	10	—	—	—	38	—	48
Home Economics (Fashion).....	—	—	—	—	—	308	—	38	—	—	346
Hotel Resort and Restaurant Administration.....	—	—	—	—	—	—	—	—	29	43	72
Industrial Production Technology	—	—	—	—	13	—	—	—	35	—	48
Industrial Chemistry.....	—	—	—	—	647	—	—	—	—	—	647
Industrial Electrical Technology..	—	—	—	—	—	—	—	—	45	—	45
Instrument Technology.....	—	—	—	13	310	—	—	—	91	50	464
Land Surveying Technology.....	23	—	30	—	—	—	—	—	27	46	126
Machine Shop.....	—	—	—	—	1,311	—	—	—	—	—	1,311
Marine Electronics.....	—	—	—	10	—	—	—	—	—	—	10
Marine Engineering.....	18	—	—	—	19	—	—	—	—	—	37
Materials Technology.....	—	—	—	—	—	—	—	—	28	—	28
Mechanical Technology.....	5	—	17	27	—	194	55	53	35	67	453
Medical and Laboratory Technology.....	39	—	—	—	—	49	269	—	67	—	424
Merchandising Administration...	—	—	—	—	—	—	—	—	90	—	90
Metallurgical Technology.....	—	—	—	—	110	—	—	—	—	—	110
Mining Technology.....	10	—	—	—	49	165	—	—	—	28	252
Naval Architecture.....	9	—	—	—	51	—	—	—	—	—	60
Navigation.....	31	—	—	—	38	—	—	—	—	—	69
Nursing.....	—	—	—	—	—	48	—	—	—	—	48
Paper Making.....	—	—	—	—	164	—	—	—	—	—	164
Pattern Making.....	—	—	—	—	26	—	—	—	—	—	26
Petroleum Technology.....	—	—	—	—	—	—	—	—	72	—	72
Photographic Arts and Technology.....	—	—	—	—	—	64	—	—	44	—	108
Plant Engineering.....	15	—	—	—	—	—	—	—	—	—	15
Plumbing and Heating.....	—	—	—	—	69	—	—	—	—	—	69
Power Plant Engineering.....	—	—	—	—	10	—	—	—	27	—	37
Printing Management.....	—	—	—	—	—	67	—	—	—	—	67
Radiology.....	—	—	—	—	155	—	—	—	—	—	155
Refrigeration and Air Conditioning.....	—	—	—	—	139	—	—	—	66	—	205
Resources Management.....	—	—	—	—	—	—	—	47	—	—	47
Secretarial Science.....	—	—	—	—	—	212	55	42	29	—	338
Sheet Metal.....	—	—	—	—	99	—	—	—	—	—	99
Structural Steel Technology.....	—	—	—	—	—	—	—	—	26	—	26

TABLE 6—Technician Training—Enrolments, Program 2—School Year 1965-66 (Cont'd)

<i>Course</i>	<i>Nfld.</i>	<i>P.E.I.</i>	<i>N.S.</i>	<i>N.B.</i>	<i>Que.</i>	<i>Ont.</i>	<i>Man.</i>	<i>Sask.</i>	<i>Alta.</i>	<i>B.C.</i>	<i>Totals</i>
Textile Technology.....	—	—	—	—	69	40	—	—	—	—	109
Telecommunications.....	—	—	—	—	81	—	—	—	40	55	176
Tool Making.....	—	—	—	—	79	—	—	—	—	—	79
Water Purification.....	—	—	—	—	29	—	—	—	—	—	29
Welding.....	—	—	—	—	139	—	—	—	—	—	139
Welfare Services.....	—	—	—	—	—	57	—	—	—	—	57
Woodworking.....	—	—	—	—	510	—	—	—	—	—	510
X-Ray Technology.....	14	—	—	—	—	—	—	—	23	—	37
Miscellaneous*.....	—	—	—	—	—	2,359	—	—	—	—	2,359
Totals.....	381	—	112	319	9,628	6,468	755	534	2,652	892	21,741

*Reports were not broken down by course.

The purpose of this program is to assist the provinces in alleviating an acute and persistent shortage of technically trained persons at the post-secondary school level. The majority of them should be capable of assisting professional engineers and scientists by undertaking many of the important but time-consuming tasks that are associated with their work.

At present, there are 42 institutions across Canada providing technician training. Twenty-two of these institutions are in Quebec, seven in Ontario, two in each of the other provinces except Manitoba, with one, and Prince Edward Island without any. Although enrolments in technician training are steadily increasing, opportunities for employment in these fields far exceed the number of graduates.

Aside from the progress made in providing more and better facilities for training technicians, an encouraging development has been the growing recog-

TABLE 7—Assistance to Trainees under Program 2—Technician Training

<i>Province</i>	<i>Amount Shareable by the Federal Government*</i>	<i>Number of Shareable Awards</i>
	\$	
Newfoundland	39,710	181
Prince Edward Island	—	—
Nova Scotia	—	—
New Brunswick	1,750	7
Quebec	—	—
Ontario	120,078	526
Manitoba	—	—
Saskatchewan	—	—
Alberta	90,009	298
British Columbia	3,218	9
Yukon Territory	—	—
Northwest Territories	27,770	22
Totals	282,535	1,043

* Federal contributions in respect of awards under Program 2 are reflected in payments to the provinces as shown in Table 5.

nition accorded to the institute-of-technology graduate by business, industry, government services and society.

Agreement on the designations for graduation from institutes of technology in Canada (Diploma of Technology—*Diplôme d'Etudes Techniques* and Diploma of Applied Arts—*Diplôme des Arts Appliqués*) was reached a year ago and this is helping toward a country-wide appreciation of this form of training. The awards are being made on the basis of educational criteria that were agreed upon by all provinces.

Program 3: Trade and Occupational Training—The basic program of school-centred training for work provides pre-employment (including pre-apprenticeship) courses for young adults who have left the regular school system. Approximately 40,000 persons were enrolled in the 201 approved schools during the fiscal year. In addition, more than 22,500 apprentices were released from employment to attend full-time courses, averaging about six weeks in length. The Government contributes 50 per cent of provincial expenditures under this program and federal contributions for the year amounted to \$15,383,600.32.

A review of the annual reports of provincial education departments indicates that more than 250,000 adults were enrolled in part-time courses. The bulk of these courses were designed to retrain, upgrade and update employed workers. Many courses were established at the request of local industries or organized labour. No doubt the new schools and their modern equipment have had an important impact on the adjustment to technological change and have inspired greater demand for part-time courses.

TABLE 8—Trade and Occupational Training—Payments* Program 3

Province	Claims Paid During 1965-66		
	For Previous Year	For 1965-66	Total Payments
	\$	\$	\$
Newfoundland	1,086,652.45	1,255,085.26	2,341,737.71
Prince Edward Island	3,246.55	70,914.00	74,160.55
Nova Scotia	76,450.12	660,407.04	736,857.16
New Brunswick	530,356.13	339,356.30	869,712.43
Quebec	804,647.09	57,688.77	862,335.86
Ontario	1,303,807.35	2,515,250.65	3,819,058.00
Manitoba	42,623.68	425,735.35	468,359.03
Saskatchewan	29,703.20	797,953.84	827,657.04
Alberta	40,353.44	3,114,966.22	3,155,319.66
British Columbia	—	2,099,525.19	2,099,525.19
Yukon Territory	1,852.08	64,767.54	66,619.62
Northwest Territories	6,186.35	56,071.72	62,258.07
Totals	3,925,878.44	11,457,721.88	15,383,600.32

* Includes payments for classroom training of apprentices.

There have been several interesting developments that will have a long-term effect on training for primary industry and among these are:

1. A survey to determine the manpower requirements of the agriculture industry in the Atlantic region will guide the development of the new technical and vocational program at the Nova Scotia Agricultural College and should have an impact on farming and related activities in the whole region.
2. The Technical and Vocational Training Branch has made plans to undertake a functional analysis of the agricultural industry.
3. Progress is being made in the development of fisheries curricula and training. The fields of nautical science, naval architecture and fish processing technology are receiving special attention in Newfoundland. The organizing of training programs on board modern trawlers has begun in Quebec and Newfoundland, and an Education Committee of the federal-provincial Atlantic Fisheries Committee has made excellent progress with its plans for a united effort to modernize the industry and to assist with the training of its work force.
4. A special Fisheries Advisory Committee in Quebec has already had an influence on the program offered at the Grande Rivière Fisheries School.
5. Training for the forestry industry is getting particular attention in those provinces where it is an important economic factor. Emphasis is being placed on the retraining of forest workers to improve their skills in mechanical trades and heavy machinery operation to anticipate the mechanization of pulpwood harvesting.
6. Training programs are also being developed to meet the manpower shortages in the mining industry.

TABLE 9—Trade and Occupational Training—Enrolments* Program 3

<i>Province</i>	<i>In Training March 31, 1965</i>	<i>April 1, 1965 to March 31, 1966</i>	<i>Total Enrolments</i>
Newfoundland	1,049	2,797	3,846
Prince Edward Island	181	280	461
Nova Scotia	256	1,246	1,502
New Brunswick	1,063	1,881	2,944
Quebec	1,765	11,597	13,362
Ontario	1,978	6,017	7,995
Manitoba	731	2,933	3,664
Saskatchewan	799	4,403	5,202
Alberta	2,361	7,947	10,308
British Columbia	2,085	8,374	10,459
Yukon Territory	59	69	128
Northwest Territories	81	113	194
Totals	12,408	47,657	60,065

* Includes classroom training of apprentices.

Program 4: Training in Co-operation with Industry — Program 4 is designed principally to provide for federal participation in provincial contributions to training programs that are operated by and within industry. The Government contributes 50 per cent of provincial costs except in the three types of programs where the federal contribution is 75 per cent:

1. Basic training in mathematics, science and communication skills, for employed workers.
2. Industrial apprenticeship.
3. Retraining of employees who would otherwise be displaced because of technological or other industrial changes.

In addition to training workers in the manipulative and technical skills of production, this program includes supervisory training and courses in Small Business Management, for which materials are supplied and leadership provided by the Management Development Division. Programs for implementation by provincial authorities are also being developed for businessmen, including owners, managers and supervisors. Expenditures incurred by the provinces are shared at the rate of 50 per cent by the Government.

Programs developed include:

1. *Small Business Management Training*: during the year three new courses were prepared. Courses available at the end of the year were:

Management Accounting	Personnel
Retail Management	Bookkeeping
Marketing for Manufacturers	Purchasing
Marketing for Service Businesses	Finance and Taxation
Exporting	Business Law.

TABLE 10—Training in Co-operation with Industry—Payments Program 4

Province	Claims Paid During 1965-66		
	For Previous Year	For 1965-66	Total Payments
	\$	\$	\$
Newfoundland	—	—	—
Prince Edward Island	—	1,800.54	1,800.54
Nova Scotia	1,987.85	10,030.09	12,017.94
New Brunswick	266.85	—	266.85
Quebec	32,068.61	379,476.83	411,545.44
Ontario	—	148,037.79	148,037.79
Manitoba	—	6,963.95	6,963.95
Saskatchewan	1,802.42	26,669.90	28,472.32
Alberta	—	7,404.21	7,404.21
British Columbia	—	12,728.51	12,728.51
Yukon Territory	—	—	—
Northwest Territories	—	142.65	142.65
Totals	36,125.73	593,254.47	629,380.20

Courses under development are Manufacturing, Costing, How to Start a Business, and Marketing for Manufacturers' Agents.

2. *Supervisory Training Program*: during the year a new course, Effective Supervision, was prepared. Courses available at the end of the year were:

Basic Instruction	Conference Leading
Basic Relations "A"	Effective Supervision.

3. *Farm Management Training Program*: during the year a course in Farm Management Accounting was prepared and test-run results indicated that course material was satisfactory. Courses in Farm Cost Accounting and Farm Law were also in preparation.

4. *Sales Training Program*: the initial course in this program, Retail Selling, has been test run and made available for general use. Additional courses in selling services and industrial products were also being planned.

There has been a substantial increase in program implementation; approximately 10,500 participants took part this year in almost 600 new courses.

<i>Fiscal Year</i>	<i>Courses</i>	<i>Participants</i>
1963-64	100	2,000
1964-65	325	6,400
1965-66	585	10,500*

* Includes supervisory training.

Training in industry under this program is confined to the upgrading and re-training by industries of their own employees. To give a complete picture, industry-operated projects supported under other programs are included in the following comments.

TABLE 11—Training in Co-operation with Industry—Enrolments Program 4

<i>April 1, 1965 to March 31, 1966</i>				
<i>Province</i>	<i>Training in Industry</i>	<i>Supervisory Training</i>	<i>Small Business Management</i>	<i>Total Enrolments</i>
Newfoundland	—	—	—	—
Prince Edward Island	—	—	128	128
Nova Scotia	—	8	430	438
New Brunswick	311	8	143	462
Quebec	5,318	126	391	5,835
Ontario	3,204	836	4,184	8,224
Manitoba	76	132	592	800
Saskatchewan	143	120	255	518
Alberta	69	—	1,400	1,469
British Columbia	399	103	1,461	1,963
Yukon Territory	—	—	—	—
Northwest Territories	66	—	200	266
Totals	9,586	1,333	9,184	20,103

During the year the number of training projects operating in industry under Programs 3, 4, and 5, was very encouraging. A total of 20,963 persons were included in projects approved during the year.

	Projects		Trainees	
	1964-65	1965-66	1964-65	1965-66
Program 3	36	48	798	988
Program 4	36	127	1,497	9,586
Program 5	106	290	1,348	10,389
Totals	178	465	3,643	20,963

Although the garment industry had the largest number of projects, many other industries were represented, such as furniture, leather, electrical appliance, food processing, steel, textiles, aircraft, mining. Most provinces are now concentrating on the development of programs that will create new jobs through plant expansion or increased productivity. Several projects have also been undertaken to retrain workers who have been faced with unemployment because of technological change and plant closures.

To assist industry, a Technical Information Service was formed to provide information on training to schools as well as industry. Package training programs for Machinists and Tool and Die Makers were further developed and a new program for Industrial Mechanics was started. A manual entitled *The Training Director's Guide* is almost completed and draft copies will be available at an early date.

Considerable effort was made to expand programs for the development of training staff in industry. An instructor's course is now available in the Atlantic provinces, and courses for industrial technical instructors and for management instructors are being developed in Ontario. In addition, the University of Toronto, for the first time, is offering a number of courses at the professional level for training directors in industry.

Program 5: Training of the Unemployed — Under this program the Government reimburses the provinces for 75 per cent of their training costs and 90 per cent of the cost of living allowances paid to unemployed persons while under training. Federal expenditures for the year were \$23,979,350.64.

Despite the reduction in unemployment this program continues to grow. During the last year nearly 80,000 persons in more than 100 occupational areas have participated. The training period varies from two or three weeks to one year in addition to the time that many persons spend upgrading their basic education to benefit from specific skill courses.

The increase of about 20,000 trainees over the previous year indicates that the program may be reaching more of the 'hard-core' unemployed. With greatly increased federal participation and higher living allowances proposed for July 1, 1966, a further increase in the number of trainees is expected next year.

The referral of rural people, affected by ARDA land use and other 'adjustment' programs, to this program has begun. Also, the training of handicapped

TABLE 12—Training for the Unemployed—Payments Program 5

Province	Claims Paid During 1965-66		
	For Previous Year	For 1965-66	Total Payments
	\$	\$	\$
Newfoundland	360,851.64	380,543.12	741,394.76
Prince Edward Island	14,385.76	71,408.54	85,794.30
Nova Scotia	—	814,374.34	814,374.34
New Brunswick	64,623.02	87,187.91	151,810.93
Quebec	361,806.45	2,544,002.50	2,905,808.95
Ontario	3,964,038.95	12,041,105.67	16,005,144.62
Manitoba	—	920,757.00	920,757.00
Saskatchewan	50,512.35	363,405.29	413,917.64
Alberta	—	946,483.69	946,483.69
British Columbia	—	933,243.76	933,243.76
Yukon Territory	1,760.44	46,705.09	48,465.53
Northwest Territories	5,470.25	6,684.87	12,155.12
Totals	4,823,448.86	19,155,901.78	23,979,350.64

persons with the higher federal participation rates will make the program even more important in the months to come. It will also make more urgent the development of new techniques and methods envisaged by pilot projects and the utilization of information gained from recent studies of the unemployed (including unemployed trainees) by the Economics and Research Branch.

Program 6: Training of the Disabled — Provides for the technical or vocational training, or retraining, of persons who are at a disadvantage because of a disability affecting their opportunities for employment.

TABLE 13—Training for the Unemployed—Enrolments Program 5

Province	In Training March 31, 1965	April 1, 1965 to March 31, 1966	Total Enrolments
Newfoundland	579	684	1,263
Prince Edward Island	132	136	268
Nova Scotia	452	1,839	2,291
New Brunswick	138	611	749
Quebec	7,105	12,355	19,460
Ontario	8,532	36,778	45,310
Manitoba	1,049	3,203	4,252
Saskatchewan	428	1,630	2,058
Alberta	650	1,720	2,370
British Columbia	1,013	1,790	2,803
Yukon Territory	43	87	130
Northwest Territories	2	35	37
Totals	20,123	60,868	80,991

TABLE 14—Training of Disabled Persons—Payments Program 6

Province	Claims Paid During 1965-66		
	For Previous Year	For 1965-66	Total Payments
	\$	\$	\$
Newfoundland	17,502.15	6,368.22	23,870.37
Prince Edward Island	—	2,887.29	2,887.29
Nova Scotia	—	88,134.07	88,134.07
New Brunswick	12,482.14	11,479.83	23,961.97
Quebec	50,653.66	817.60	51,471.26
Ontario	30,519.22	342,618.26	373,137.48
Manitoba	40,833.57	82,915.24	123,748.81
Saskatchewan	935.56	66,309.96	67,245.52
Alberta	—	5,369.29	5,369.29
British Columbia	—	40,069.15	40,069.15
Yukon Territory	—	—	—
Northwest Territories	—	—	—
Totals	152,926.30	646,968.91	799,895.21

During 1965-66, about 3,700 persons were enrolled in classes, with the Government contributing 50 per cent of provincial expenditures. Individuals requiring such training are screened by provincial selection committees and enrolled in courses offered by provincial, municipal or private schools. In addition, 194 persons were trained on the job where, for a limited period, the Government reimburses the employer for up to 50 per cent of the trainee's wages. The federal contribution toward both types of training was \$799,895.21.

TABLE 15—Training of Disabled Persons—Enrolments Program 6

Province	In Training March 31, 1965	April 1, 1965 to March 31, 1966	Total Enrolments
Newfoundland	71	74	145
Prince Edward Island	1	4	5
Nova Scotia	108	145	253
New Brunswick	55	68	123
Quebec	194	319	513
Ontario	511	1,089	1,600
Manitoba	261	669	930
Saskatchewan	61	161	222
Alberta	3	11	14
British Columbia	47	129	176
Yukon Territory	—	—	—
Northwest Territories	—	—	—
Totals	1,312	2,669	3,981

TABLE 16—Technical and Vocational Teacher Training—Payments Program 7

Province	Claims Paid During 1965-66		
	For Previous Year	For 1965-66	Total Payments
	\$	\$	\$
Newfoundland	13,850.57	15,100.96	28,951.53
Prince Edward Island	—	3,000.00	3,000.00
Nova Scotia	—	4,821.47	4,821.47
New Brunswick	28,827.31	35,812.72	64,640.03
Quebec	38,451.63	—	38,451.63
Ontario	—	36,762.95	36,762.95
Manitoba	921.76	19,287.07	20,208.83
Saskatchewan	—	3,000.00	3,000.00
Alberta	—	196,289.05	196,289.05
British Columbia	—	25,773.64	25,773.64
Yukon Territory	—	6,455.23	6,455.23
Northwest Territories	—	888.93	888.93
Totals	82,051.27	347,192.02	429,243.29

Disabled persons are often trained in courses under the other programs, particularly under that for the unemployed. In some cases, however, special facilities and longer periods of training are necessary because of disability. The training agreement provides for the sharing of special transportation and living allowances, when the severity of the disability requires these forms of assistance.

Program 7: Training of Technical and Vocational Teachers, Supervisors and Administrators — Under this program the Government reimburses the provinces for 50 per cent of their expenditures for the training of occupationally competent

TABLE 17—Technical and Vocational Teacher Training—Enrolments Program 7

Province	In Training March 31, 1965	April 1, 1965 to March 31, 1966	Total Enrolments
Newfoundland	—	—	—
Prince Edward Island	—	—	—
Nova Scotia	—	—	—
New Brunswick	82	50	132
Quebec	—	—	—
Ontario	204	1,025	1,229
Manitoba	37	118	155
Saskatchewan	—	—	—
Alberta	82	100	182
British Columbia	25	39	64
Yukon Territory	—	—	—
Northwest Territories	—	—	—
Totals	430	1,332	1,762

persons as teachers, supervisors and administrators. Federal expenditures for the year amounted to \$429,243.29 and, of this amount, \$300,000 was for sharing in living and travel allowances for trainees.

Some 800 students were enrolled in full-time teacher training this year. An additional 1,886 participated in the 1965 summer training programs. Many others were engaged in in-service training programs.

Program 8: Training for Federal Government Departments — Under this program the provinces have agreed to provide training requested by the Minister of Labour for employees of the Government or for persons in employment related to the activity of any federal department or agency. Depending upon the nature of the training requested, the Government will reimburse the province up to 100 per cent of its expenditures.

The bulk of the training carried on under this program prepares marine engineers and other ships' officers for certificates of competence required by the marine legislation and regulations administered by the Department of Transport. A considerable improvement in the navigation training has been brought about by the installation of radar simulators in all of the schools.

Special short courses for the Department of Transport certification of seaway pilots as radar observers were operated during the winter in Quebec and Ontario.

Program 9: Student Aid — Candidates for financial assistance are selected by committees in each province on the basis of scholastic ability and financial

TABLE 18—Assistance to Trainees under Technical and Vocational Teacher Training Program 7

<i>Province</i>	<i>Amount Shareable by the Federal Government *</i>	<i>Number of Shareable Awards</i>
	\$	
Newfoundland	1,750	1
Prince Edward Island	—	—
Nova Scotia	2,465	42
New Brunswick	—	—
Quebec	—	—
Ontario	32,280	122
Manitoba	—	—
Saskatchewan	6,000	3
Alberta	237,650	175
British Columbia	20,068	106
Yukon Territory	—	—
Northwest Territories	4,609	3
Total	304,822	452

* Federal contributions in respect of awards under Program 7 are reflected in payments to provinces as shown in Table 16.

TABLE 19—Training for Federal Departments and Agencies—Payments
Program 8

Province	Claims Paid During 1965-66		
	For Previous Year	For 1965-66	Total Payments
	\$	\$	\$
Newfoundland	3,600.00	2,475.30	6,075.30
Prince Edward Island	—	—	—
Nova Scotia	532.46	23,307.17	23,839.63
New Brunswick	—	—	—
Quebec	—	—	—
Ontario	25,168.31	18,368.82	43,537.13
Manitoba	—	—	—
Saskatchewan	—	—	—
Alberta	—	—	—
British Columbia	—	—	—
Yukon Territory	—	—	—
Northwest Territories	—	—	—
Totals	29,300.77	44,151.29	73,452.06

TABLE 20—Training for Federal Departments and Agencies—Enrolments
Program 8

Province	In Training March 31, 1965	April 1, 1965 to March 31, 1966	Total Enrolments
Newfoundland	18	167	185
Prince Edward Island	—	14	14
Nova Scotia	391	167	558
New Brunswick	—	—	—
Quebec	99	48	147
Ontario	20	234	254
Manitoba	—	—	—
Saskatchewan	—	—	—
Alberta	—	—	—
British Columbia	—	—	—
Yukon Territory	—	—	—
Northwest Territories	—	—	—
Totals	528	630	1,158

need. The aid is given to university students in degree-granting courses other than theology and to nurses-in-training on approved courses for professional nurses. Assistance may be by way of a loan or an outright grant. The Government contributes 50 per cent up to a specified maximum for each province.

The maximum paid to a university student is \$1,000 annually and to a nurse-in-training \$200 annually. Since the federal allotment is fixed, and the demand is increasing, individual allowances are usually less than the maximum amount.

In addition to the university student aid program where the federal expenditure is limited to a quota of \$319,000 a year for all provinces, assistance on a 50-per-cent basis is provided for students training as technicians under Program 2, and for technical and vocational teachers-in-training under Program 7.

During the year almost 950 students were awarded outright grants and loans, or a combination of both.

**TABLE 21—Student Aid—Allotments and Payments
Program 9**

Province	Claims Paid During 1965-66			
	Annual Federal Allotment	For Previous Year	For 1965-66	Total Payments
	\$	\$	\$	\$
Newfoundland	8,000.00	8,000.00	—	8,000.00
Prince Edward Island	5,500.00	—	—	—
Nova Scotia	10,000.00	—	—	—
New Brunswick	15,000.00	9,750.00	—	9,750.00
Quebec	100,000.00	—	—	—
Ontario	100,000.00	—	100,000.00	100,000.00
Manitoba	7,500.00	—	6,000.00	6,000.00
Saskatchewan	30,000.00	—	30,000.00	30,000.00
Alberta	10,000.00	—	10,000.00	10,000.00
British Columbia	30,000.00	—	30,000.00	30,000.00
Yukon Territory	600.00	—	450.00	450.00
Northwest Territories	3,000.00	—	760.71	760.71
Totals	319,600.00	17,750.00	177,210.71	194,960.71

**TABLE 22—Student Aid—Awards by Province
Program 9**

Province	University Students		Nurses in training	Totals
	Male	Female		
Newfoundland	15	5	—	20
Prince Edward Island	—	—	—	—
Nova Scotia	41	6	—	47
Quebec	—	—	—	—
Ontario	508	188	—	696
Manitoba*	—	—	—	—
Saskatchewan	52	27	—	79
Alberta	32	33	23	88
British Columbia*	—	—	—	—
Yukon Territory	2	—	—	2
Northwest Territories	5	4	—	9
Totals	655	263	23	941

* Not reported.

Program 10: Manpower Requirements and Training Research — Added by amendment to the training agreement this year, the program is to stimulate and encourage research projects undertaken in the provinces to provide information that relates to technical and vocational training and manpower requirements, including the improvement of training programs and methods and determination of manpower training requirements.

The Government contributes 50 per cent of provincial expenditures or grants for approved projects. Federal payments for the year were \$13,138.

Projects approved up to this time are shown under "Technical Services."

Technical and Vocational Correspondence Courses — The Government shares equally with the provinces the cost of preparing, revising, printing and servicing technical and vocational correspondence courses recommended by an interprovincial committee. A condition is that the province receiving assistance must make its correspondence courses available to residents of any other province at the price charged to its own residents. The federal contribution to the cost of operating correspondence courses in 1966 amounted to \$36,500.

Apprenticeship Training Agreement

This training agreement, effective from April 1, 1964 to March 31, 1967, provides for the Government to share the administration and supervision of the federal-provincial apprenticeship program at a rate of 50 per cent of provincial expenditures. The costs of in-school training of registered apprentices are shared under Program 3 of the Technical and Vocational Training Agreement.

TABLE 23—Apprenticeship Training—Payments*

Province	Claims Paid During 1965-66		
	For Previous Year	For 1965-66	Total Payments
	\$	\$	\$
Newfoundland	—	43,619.00	43,619.00
Prince Edward Island	—	—	—
Nova Scotia	4,321.35	45,951.48	50,272.83
New Brunswick	67,947.13	98,600.55	166,547.68
Quebec	—	—	—
Ontario	—	272,944.41	272,944.41
Manitoba	49.10	39,742.02	39,791.12
Saskatchewan	—	64,075.23	64,075.23
Alberta	—	197,650.22	197,650.22
British Columbia	—	84,479.93	84,479.93
Yukon Territory	—	—	—
Northwest Territories	—	725.24	725.24
Totals	72,317.58	847,788.08	920,105.66

* Does not include classroom training of apprentices, which is included under Program 3.

All provinces, except Quebec and the Northwest Territories, have signed the Apprenticeship Training Agreement. Federal assistance in the training of apprentices in Quebec is given under Programs 3 and 4 of the Technical and Vocational Training Agreement.

Because this job-centered program depends on the employment of the trainee, with the reduction in unemployment there has been a notable increase in the program's rate of growth. The added demands of the construction industry and the shortages of machinists and industrial tradesmen have also contributed to the

TABLE 24—Apprentices Registered with Provincial Departments of Labour
As of March 31, 1966

Occupation	Nfld.	P.E.I.	N.S.	N.B.	Ont.	Man.	Sask.	Alta.	B.C.	N.W.T.	Totals
Aircraft Technician.....	—	—	15	—	—	—	—	—	—	—	15
Auto-body and Fender Repairman.....	49	3	88	161	—	43	92	368	166	1	971
Barber.....	—	—	—	101	245	—	—	—	56	—	402
Blacksmith.....	—	—	—	—	4	1	—	—	6	—	11
Boiler Shop Worker.....	—	—	4	1	3	—	—	—	29	—	37
Boat Builder.....	—	—	—	—	5	—	—	—	49	—	54
Bricklayer.....	15	2	70	30	116	93	71	82	39	—	518
Cabinet Maker and Mill Worker.....	—	—	10	15	25	22	—	—	51	—	123
Carpenter and Joiner.....	92	8	228	295	354	128	444	256	527	13	2,345
Cook and Baker.....	4	—	—	—	227	—	21	108	14	1	375
Coppersmith.....	—	—	—	4	—	—	—	—	—	—	4
Diesel Engine Fitter and Operator.....	—	—	65	—	10	—	—	—	—	—	75
Draftsman.....	—	—	3	25	24	—	—	—	14	—	66
Electrician (Construction).....	209	7	320	295	1,698	395	318	791	605	6	4,644
Electrician (Maintenance).....	—	—	53	73	126	7	—	—	—	5	264
Fibre Glass and Plastic Worker..	—	—	1	—	4	—	—	—	—	—	5
Glass Worker.....	—	—	—	—	5	—	—	15	6	—	26
Hairdresser and Cosmetician....	1	—	—	—	940	—	—	—	99	—	1,040
Heavy Duty Mechanic.....	74	—	69	125	25	24	—	345	377	7	1,046
Instrument Mechanic.....	7	—	9	131	62	—	—	—	28	—	237
Iron Worker.....	—	—	—	—	4	—	—	46	—	—	50
Jewellery and Watch Repairman..	—	—	—	—	19	—	—	—	16	—	35
Latheman.....	—	—	—	—	45	21	—	28	11	—	105
Lineman (Hydro).....	—	—	66	116	—	—	—	47	—	1	230
Lineman (Telephone).....	—	—	—	—	—	—	—	637	—	—	637
Machinist.....	28	—	101	62	962	53	17	140	276	1	1,640
Millwright.....	20	—	—	—	136	—	—	19	132	—	307
Motor Vehicle Repairman.....	198	15	236	442	5,010	312	517	1,475	585	5	8,795
Moulder.....	—	—	4	1	7	—	—	—	25	—	37
Office Machine Mechanic.....	—	—	—	—	—	—	—	—	17	—	17
Painter and Decorator.....	—	—	—	8	81	66	34	69	64	6	328
Pattern Maker.....	—	—	2	—	27	—	—	—	6	—	37
Plasterer.....	—	—	—	—	47	11	—	30	13	—	101
Plumber and Pipefitter.....	125	10	211	232	926	179	232	560	330	6	2,811
Power House Operator.....	3	—	—	—	8	—	—	—	—	—	11
Printer.....	—	—	1	7	59	—	—	—	82	—	149
Radio and Television Repairman.....	—	—	—	—	12	—	38	118	—	—	168
Refrigeration Worker.....	—	—	59	3	112	16	26	51	26	—	293
Sheet Metal Worker.....	13	—	101	62	676	76	82	364	180	—	1,554
Ship Fitter and Shipwright.....	—	—	12	15	1	—	—	—	—	—	28
Shoemaker.....	—	—	—	—	2	—	—	—	—	—	2
Sign Painter.....	—	—	—	—	2	—	—	—	16	—	18
Stationary Engineer.....	46	—	—	104	—	—	—	—	—	—	150
Steam and Gas Fitter.....	—	—	25	—	320	53	—	191	69	—	658
Steel Fabrication Worker.....	1	—	8	—	—	—	—	—	79	—	88
Structural Steel Worker.....	—	—	—	—	3	—	—	—	56	—	59
Switchboard Operator.....	—	—	—	28	—	—	—	—	—	—	28
Tilesetter.....	—	—	—	—	1	—	—	32	24	—	57
Welder.....	20	—	1	86	38	—	55	657	30	1	888
Miscellaneous.....	37	—	46	—	84	—	—	35	85	1	288
Totals.....	942	45	1,808	2,424	12,455	1,500	1,947	6,464	4,188	54	31,827

increase. There were 31,827 active apprentices at March 31, 1966, in provinces other than Quebec, an increase of about 5,200 over the number of last year. In Quebec there were several thousand additional apprentices in training in industry-operated programs assisted under Programs 3 and 4.

Several provinces are expanding their tradesmen's certification programs and there is some concern to accelerate the development and use of interprovincial standard examinations.

The certification programs are an important factor in the encouragement of trainees, the establishment of higher standards of competence, and the improvement of mobility of journeymen.

Federal contributions this year amounted to \$920,105.66.

Certification of Schools for Income Tax Purposes

As a result of the recent amendment to the Income Tax Act, the Technical and Vocational Training Branch, on behalf of the Minister of Labour, was certifying private schools for purposes of the Act. Students attending certified schools are entitled to deduct tuition fees from their taxable income. As of March 31 this year, 162 schools have been certified.

Technical Services

The Technical Services Division was established to provide certain investigative and analytical services to the Branch and is also involved in Schedule 10 of the Technical and Vocational Training Agreement, which provides for the reimbursement of 50 per cent of provincial expenditures on approved research projects. For approval, research projects on the changing manpower requirements and their implications for training, and on the training needs of individuals or ways and means of improving training processes and methods, must be carried out in an acceptable way.

Activities and accomplishments of the Division during the year are summarized below:

Functional Analyses:

1. Completed: The Electronic Manufacturing Industry in Canada.
2. Being carried on: The Construction Industry.
3. Preliminary investigation and planning stage: The Agricultural Industry.

Occupational Analyses:

1. In draft form: (a) Plumbing Trade (revision), (b) Structural Steel and Plate Erection Trade.
2. Being carried on:

(a) Marine Navigation.	(e) Business Machine Repair and Servicing.
(b) Marine Engineering.	(f) Metal Joining Technology and the Welding Trade.
(c) The Radio and Television Service Trade (revision).	(g) Building Construction Technology.
(d) Electronic Technician and Technologist.	

3. Preliminary investigation and planning stage: (a) Stationary Engineering, (b) 30 to 40 Level 4 (operative) functions identified in the Functional Analysis of the Construction Industry.

Schedule 10:

1. Projects approved for cost reimbursement:
 - (a) Vocational Plans for Alberta Youth.
 - (b) B.C. Manpower—Current Status and Needs of the Future.
 - (c) Manpower Training Requirements for Nova Scotia 1970 to 1975.
 - (d) Manpower Resources and Skill Requirements in the Construction Industry in Nova Scotia.
 - (e) A Study of Career Decisions.
2. Two projects have been rejected.
3. Nine projects are under consideration.

Examinations and Standards:

1. In the interprovincial red seal examination program for apprentices, 1,800 red seals were issued in 1965 making a total of 8,672 red seals to date.
2. The trades of radio and television servicing and refrigeration repair and maintenance were added to the red seal examination list.
3. The trades of bricklaying, painting and decorating, and machining, each have examinations on trial for the apprenticeship red seal program.

Educational Aids and Methods:

1. The Technical Service Division's report of March 1965 on programmed instruction in the Government Service was published in August 1965 by the Canadian Council for Research in Education as part of *Four Canadian Surveys of the Utilization of Programmed Instruction and Attitudes Concerning its Future Role*.
2. A report was published entitled *The Teaching of Forkner Alphabet Shorthand in Vocational Classes for Alberta*.
3. A report on the use of programmed instruction material in adult training programs was made.
4. A travelling exhibit of programmed instructional material and related items was gathered and is in service.

Other Services:

1. Attempts are continuing to launch an experimental project for the training of older workers, under research conditions, in co-operation with OECD.
2. A report on mathematics in the Canadian Institutes of Technology for the Institute Administrators Conference is being prepared.

Advisory Bodies

In administering the Technical and Vocational Training Assistance Act, the Minister of Labour has had the advice of the National Technical and Vocational Training Advisory Council, which met twice during the year. The Council consisted of 24 members, including the Chairman. These members represented employers, employees, educators, women's organizations, and agriculture, provincial labour departments, provincial training advisory committees, and non-governmental agencies having a direct interest in training. Appointments to the Council are made with a view to achieving an equitable representation from all regions of Canada.

There are two other standing advisory committees:

1. The National Advisory Committee on Technological Education reports to the Minister of Labour through the National Technical and Vocational Advisory Council. This Committee, consisting of a Chairman and 10 other members selected from technological institutions and associations and from industry, labour and governments, met twice during the year.

2. The Industrial Training Committee was established to promote and develop training within industry. Good results were achieved with the construction industry this year, and discussions were held with the furniture, mining and hospitality industries.

Civilian Rehabilitation

During the nine-month period from April 1 to December 31, 1965, the Branch continued to examine the principles of vocational rehabilitation of the disabled for application to all vocationally handicapped persons who could benefit, as a way of tackling the problem of unused manpower resources. Other branches, federal departments, provincial governments and voluntary agencies were consulted and planning carried out to incorporate these principles into an over-all manpower policy.

The Federal-Provincial Vocational Rehabilitation of Disabled Persons Program, which had been operated on an increasing scale since 1953, was given statutory form in 1961 by the Vocational Rehabilitation of Disabled Persons Act*. Under this program, nine provinces have signed agreements, ratified by the Minister of Labour on behalf of the Government. In studying the program needs, the Branch developed proposals to strengthen the vocational rehabilitation services in Canada to make these services available to more persons for use in overcoming their labour-market handicaps. The proposals were considered by the National Advisory Council on the Rehabilitation of Disabled Persons and recommended for adoption.

National Advisory Council on the Rehabilitation of Disabled Persons—Composed of representatives from the medical profession, voluntary agencies, management, organized labour, universities, and federal and provincial government departments, the council met in December 1965, and recommended increased financial assistance on a wider basis for staff training, the establishment of a Council Committee on Staffing and Training to inquire into staffing needs and to make recommendations, the sharing of capital and operating costs of sheltered and rehabilitation workshops and the establishment of a Council Committee on Sheltered Employment to recommend standards of operating and financing. The council recommended also that the cost sharing of training the disabled be as favourable as that for training the unemployed, that vocational rehabilitation services be extended to persons with other vocational handicaps, and that financial support be increased for research. In supporting the Department's proposals for strengthening vocational rehabilitation services in Canada, the Council recommended that the Act be amended to make the proposals possible.

Problems of Special Groups—The Branch kept abreast of developments in vocational rehabilitation of mentally retarded persons and of those recovering from psychiatric illnesses. Some excellent programs for these two groups have been accepted for federal sharing under the Federal-Provincial Vocational Rehabilitation of Disabled Persons Program. Consultations were also held with some provinces on resolving the rehabilitation problems of alcoholics, ex-prisoners and chronic welfare assistance recipients. Branch staff participated in meetings of the

* See Appendix 9 for synopsis of Act.

TABLE 1—Breakdown by Sex, Dependents, Location, Age and Educational Standing at Acceptance

	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
Total	177	542	244	204	225	109	111	743	96	2,451
SEX										
Male	137	376	133	151	156	85	87	433	71	1,629
Female	40	166	111	53	69	24	24	310	25	822
Number of dependents	239	627	124	134	146	93	180	299	137	1,979
LOCATION										
Urban	104	335	205	152	167	53	75	619	71	1,781
Rural	73	207	39	52	58	56	36	124	25	670
AGE GROUPS										
Unknown	—	2	—	—	—	—	1	5	—	8
Under 20	9	61	33	26	32	12	6	158	15	352
20 to 29	52	193	139	72	98	54	33	313	33	987
30 to 39	36	95	30	28	37	17	15	134	23	415
40 to 49	29	90	21	28	30	15	32	90	18	353
50 to 59	26	70	16	26	17	10	16	39	5	225
60 and over	25	31	5	24	11	1	8	4	2	111
EDUCATION AT ACCEPTANCE										
Nil or not known	12	32	5	11	14	3	3	31	3	114
1 to 4 years	10	25	12	7	12	5	5	117	2	195
5 to 8 years	83	215	155	67	77	37	44	307	40	1,025
9 to 12 years	38	177	53	71	79	39	43	177	32	709
Matriculation	31	83	14	36	37	24	13	91	16	345
University	3	10	5	12	6	1	3	20	3	63

Interdepartmental Committee on Mental Retardation and worked with the Department of National Health and Welfare, sponsoring jointly with this department the production of a filmstrip on vocational training and employment placement of the mentally retarded.

Staff Training and Development—Branch staff lectured at the Second Annual Training Course in Rehabilitation, sponsored by the Canadian Rehabilitation Council for the Disabled in co-operation with the University of Manitoba and the Federal-Provincial Vocational Rehabilitation of Disabled Persons Program. A federal grant was made to the university to provide specialist lecturers and financial assistance was provided also for provincial rehabilitation staff to attend the course.

The Branch was represented on the National Education Committee of the Canadian Association of Social Workers and on the Planning Committee of the Canadian Welfare Council's Seminar for Senior Welfare Administrators, held in Fredericton in August 1965.

Information was provided to the provinces on courses in rehabilitation and related subjects and financial assistance was given for several provincial rehabilitation staff members to attend courses, including a counselling course at Boston University.

Rehabilitation Workshops and Sheltered Employment — A specialist in workshop facilities and sheltered employment joined the Branch late in 1965 as a consultant on work assessment and orientation, on remunerative sheltered employment, on pertinent legislation and sheltered workshop philosophies and practices, to encourage the development of rehabilitation and sheltered employment facilities. Efforts in these areas have contributed significantly to programs for the full use of available manpower in harmony with policies developed by the Department.

Research — The need for more research in vocational rehabilitation was recognized by the appointment, through the Economics and Research Branch, of a research officer in 1965 to specialize in vocational handicaps and rehabilitation. Research development will be along three major lines:

1. Projects initiated by the Government that are (a) conducted by the Economics and Research Branch in co-operation with Civilian Rehabilitation and (b) conducted by outside agencies on a contract basis.
2. Projects initiated by the agencies and organizations serving the vocationally disadvantaged.
3. Projects initiated by universities and carried out mainly in service agencies and organizations.

Such projects may be financed by federal funds (in the case of its own research), through the University Research Grants Program, or on a cost-sharing basis with the provinces under the Federal-Provincial Vocational Rehabilitation of Disabled Persons Program.

International Co-operation — Contact was maintained with rehabilitation developments in other countries by correspondence, international visitors, and through participation in the activities of the World Commission on Vocational Rehabilitation, the International Labour Office, the United Nations, the International Society for Rehabilitation of the Disabled, and other national and international organizations.

Publicity and Education — Many requests for information and material about vocational rehabilitation were answered during the year. In addition, members of the staff lectured at universities, and participated in conferences, seminars, workshops and panel discussions. These activities are proving effective in spreading knowledge about vocational rehabilitation.

Monthly articles were prepared for publication in *The Labour Gazette* and three issues of *Rehabilitation in Canada* were published in English and French. Television clips and radio spots were prepared and distributed in co-operation with the Information and Labour Gazette Branch.

TABLE 2B—Financial Status After Rehabilitation

SOURCE OF SUPPORT	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
Dependent on relatives	2	1	—	4	6	—	—	11	—	24
Dependent on public assistance	6	25	5	17	24	1	1	90	1	170
Disability allowances and other allowances, compensation, etc.	—	1	—	1	1	—	—	4	—	7
EARNINGS										
Under \$500	2*	12*	5*	31*	19*	1*	—	107*	2*	—
\$501 to \$1,000	11	24	2	13	18	—	11	33	3	115
\$1,001 to \$2,000	35	103	42	34	46	18	14	185	17	494
\$2,001 to \$3,000	54	213	133	79	73	54	50	289	36	981
Over \$3,000	60	168	62	38	50	36	35	129	37	615
Old age security, retirement pensions, annuities, savings	9	5	—	16	6	—	—	—	—	36
Unknown	—	2	—	2	1	—	—	2	2	9
										2,451

*Also dependent on relatives, public assistance, allowances, old age security and other sources.

TABLE 4A—Training Before Acceptance

TYPE OF TRAINING	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
Agriculture	—	—	—	1	2	—	—	2	1	6
Academic	4	3	—	—	—	—	2	1	2	12
Disability adjustment	—	—	—	2	1	—	—	1	—	4
Professional	6	14	3	14	8	2	4	31	1	83
Technical	5	5	1	—	2	—	1	5	1	20
Commercial	8	32	40	11	13	5	5	60	8	182
Trade	16	43	79	7	15	6	16	22	7	211
Service occupation	2	7	7	4	1	2	—	15	1	39

TABLE 4B—Services Provided—Training

[illegible]

TABLE 7—Duration of Services

DURATION	Amputations	Neuro-Muscular Skeletal	Hearing	Seeing	Neurological	Respiratory	Cardio-Vascular	Neuro-Psychiatric	Miscellaneous	Totals
Unknown	—	1	—	—	—	—	—	2	—	3
Under 6 months	38	109	119	78	37	15	17	129	19	561
6 to 12 months	49	119	72	42	52	18	25	162	20	559
12 to 24 months	45	141	30	44	52	38	36	260	37	683
Over 24 months	45	172	23	40	84	38	33	190	20	645
										2,451

Division on Older Workers

The Division continued to assemble and disseminate material directly or indirectly related to the problems of older workers, covering subjects such as ergonomics (the re-design of jobs or working conditions), special training techniques for older workers, retirement and preparation for retirement plans and programs, the effects of pension plans, age and performance, absenteeism and accident rates.

Increased recognition of the Division as the central source of information on subjects relating to employment problems due to advancing age is shown by the amount of material sent out on request each year.

<i>Fiscal Year</i>	<i>Number of Items</i>
1959-60	3,000
1960-61	5,100
1961-62	8,000
1962-63	10,473
1963-64	10,811
1964-65	10,347
1965 (to Dec. 31)	17,959

Publicity was continued with the co-operation of the Information and Labour Gazette Branch and included the use of television, radio, billboards, posters, and pamphlets.

Articles were prepared monthly for *The Labour Gazette*, thrice yearly for *Rehabilitation in Canada*, and for all issues of *Technical and Vocational Education in Canada*. Six articles were also prepared for *Teamwork in Industry* and on request for other publications, including *Canada's Health and Welfare* and *Bien-Etre Social Canadien*. Reprints of these articles were used for distribution.

Older Worker Employment and Training Incentive Program — Although the hiring period under this program ended on March 31, 1964, during this year

staff analyzed cases for investigation, made recommendations for action, gave final approval to payments, and conducted correspondence.

Organization for Economic Co-operation and Development — The preparation of reports and supply of material to OECD was continued and information relating to manpower and employment from studies received in return. Much of this material was reproduced, either complete or in summary form, for distribution in Canada. Contact was also maintained with the ILO and with the U.S. Departments of Labor, and Health, Education and Welfare, and with agencies in other countries.

Miscellaneous Activities — Liaison was maintained with national and provincial voluntary agencies and provincial government departments. The National Co-ordinator and the Division Chief served at many meetings as technical consultants to the executive committee and some of its subcommittees in the planning of the Canadian Conference on Aging, held in Toronto, January 1966. The Division, in co-operation with the Information and Labour Gazette Branch, supplied an exhibit for display at the conference.

The National Co-ordinator and the Division Chief spoke on employment problems of older workers at a course conducted by the Department of National Defence for officers who were being retired early. The Division also supplied a considerable quantity of material. One officer was seconded for a period of eight months to the Departmental task force in connection with the new system of classification and pay within the federal civil service.

The Division was represented at conferences in Canada and the U.S.A., and participated in workshops and seminars. The National Co-ordinator or the Division Chief attended all meetings of the Canadian Welfare Council's Committee on Aging.

Manpower Consultative Service

The Manpower Consultative Service, which was established in the fiscal year 1964-65, was designed to provide technical, consultative, and financial assistance to management and labour to assist in the development of constructive solutions to manpower problems created by technological and economic changes in industry. The objective was to stimulate and encourage advance planning on the part of management for such changes in manpower and to persuade both management and labour to become involved in the assessment of the changes that may be required and the best method of providing for these changes. For such programs of assessment, the Service proposes a research approach and, as an encouragement, offers to pay 50 per cent of the costs involved in making studies. The Service also provides mobility assistance to employees displaced by industrial change by paying half of the relocation costs of such employees. This payment is conditional on the assumption by an employer or a province, or both, of the other half of the costs.

During the first nine months of the fiscal year 1965-66, nine new programs of manpower assessment studies were initiated and four more were in process of negotiation. Of the nine new programs, one provides for a comprehensive study of the manpower implications arising out of the economic changes being experienced in the shoe industry of the province of Quebec, three involved pulp and paper mills, one a woods operation, two concerned the reduction of manpower requirements brought about by changes in the ferry service between Nova Scotia and Newfoundland, one concerned the graphic arts industry of Metropolitan Toronto, and one the relocation of a food processing plant.

National Employment Service

On April 1, 1965, the National Employment Service was transferred from the Unemployment Insurance Commission to the Department of Labour.

During the next nine months up to the end of December, steps were being taken toward a complete reorganization of the NES, involving a substantial addition of personnel and an upgrading and appraisal program for all officers on the staff. During this period the NES in the field continued to operate using the administration facilities of the Unemployment Insurance Commission. There was some attrition of staff resources as positions remained unfilled pending a completion of the staff appraisal program.

On January 1, 1966 responsibility for administering the NES was transferred to the Department of Citizenship and Immigration.

Service to Industries

Primary Industries — There was a substantial increase in the mining industry's paid labour force in comparison with the previous year's. Activity increased in prospecting development and production operations in nearly all sectors of the industry, except gold in the metals division and coal in the fuels division. Although coal pits presented few recruiting problems, most of the gold mines had difficulty in retaining a stable work force. Labour turnovers were also difficult to cope with in some of the other metallic mines, particularly those in remote areas, which experienced a continuous shortage of experienced miners and tradesmen. Through the facilities of the NES clearance system, numerous recruitment programs were set underway. Arrangements were made for company recruiting teams to interview prospective applicants, including those becoming available on the labour market through shutdowns. Thus, simultaneously, the laid-off workers were assisted in relocating.

In order to cope with a tight labour situation, many of the mines established on-site training programs for workers inexperienced in mining but capable and willing to learn. Unfortunately, a good number of the workers, after having been trained, left the gold fields for higher paying operations in both mining and non-mining industries. Although the industry was faced with severe competition from other industries for the type of workers required in mining operations, the NES was able to effect 10,749 placements during the period.

Continuing the established trend, fewer persons were employed in agriculture during the period in comparison with the previous year. This situation was again brought about by increased use of mechanized equipment, greater use of short-term labour and increased job opportunities in non-agricultural industries. In order to meet the labour demand in agriculture under a buoyant economy, the

NES enlarged its recruitment programs by opening 52 temporary farm placement offices at strategic locations in the regions as follows: Atlantic 2, Quebec 5, Ontario 11, Prairie 25, and Pacific 9. Nevertheless, there was difficulty in meeting the continuing demand for experienced machine operators and farm couples in the Prairies, and the demand for fruit and vegetable harvesters at peak periods in Southwestern Ontario and, on a smaller scale, in British Columbia.

Further attempts were made to promote employer interest in providing accommodation in order to facilitate a greater transfer of workers to the problem areas. This year, for the first time, a subsidy was paid in Ontario under Federal-Provincial Agreements, upon application and approval, at the rate of \$150 per head to fruit and vegetable growers for assistance in the erection of accommodation for seasonal help. Applicants for such assistance, however, were few in number in relation to the need for housing.

The use of native labour was increased this year in Southwestern Ontario as the NES, with the assistance of the Indian Affairs Branch, was able to recruit some 550 workers from reserves in the northern sectors of the province. Several NES day-haul stations were in operation from various points, particularly in districts around metropolitan areas, where market gardeners need casual labour from day to day.

National Employment Service local offices throughout the country were called upon to recruit general and dairy farm workers for year-round work. And organized mass movements of agricultural workers were carried out by the National Employment Service under Federal-Provincial Agreements and under reciprocal arrangements with the United States Employment Service.

Organized Movements of Agricultural Workers, April to December 1965

<i>Purpose</i>	<i>From</i>	<i>To</i>	<i>Number of Workers</i>
National			
Sugar beet thinning	Northern Alberta and Saskatchewan	Lethbridge, Alta.	1,299
Hay, grain, fruit and vegetable harvesting	New Brunswick, Nova Scotia, Newfoundland and Quebec ..	Ontario	1,448
Potato picking	Nova Scotia and New Brunswick	Prince Edward Island	402
International			
Tobacco harvesting	U.S.A.	Ontario & Quebec	2,900
Potato picking	Quebec	Maine, U.S.A.	2,195
	New Brunswick	Maine, U.S.A.	1,630
Apple picking	Nova Scotia	Maine, U.S.A.	95
	Quebec	Maine, U.S.A.	44

Notwithstanding the varying patterns of employment between regions and within them, and the erratic demand and supply situation in agriculture, the National Employment Service recorded a total of 101,035 farm placements during the period.

Manufacturing — The manufacturing industry continued to grow at a steady pace. Demands for manpower were generally met, but there was a chronic shortage of skilled tradesmen and technicians throughout Canada.

In this nine-month period, manufacturing accounted for more than 23 per cent of the job placements made by NES in all industries, and placements in manufacturing increased by 10,500 over the number in the same period last year.

Construction — The high volume of construction continued during the period under review, resulting in a heavy demand for construction workers in all trades and occupations; some areas experienced labour shortages. Clearance facilities of the National Employment Service were used to recruit the required workers for contractors. During this period, 124,195 workers were hired through the facilities of NES.

Transportation, Storage and Communications — No great difficulty was experienced in supplying the railway companies with extra gang workers during the summer and fall months. During the navigation season on inland waters, the National Employment Service provided suitable workers in answer to a wide variety of requests. With the continued expansion of all phases of their operations, airline companies were supplied with many workers by the NES. Highway transportation operations continued to expand but the NES experienced little difficulty in supplying employers with help. Telephone and telegraph companies continued to expand but the NES had little difficulty in locating suitable workers to meet employers' requirements.

National Employment Service placed 57,668 workers with employers engaged in transportation, storage and communication during this period.

Public Utilities — To encourage industrial development and housebuilding and to improve existing facilities, many cities and towns continued to expand their power and municipal services. Hydro-electric and thermo-power plants were expanded to meet the increasing demand for electric power. National Employment Service supplied employers in these fields with 3,834 workers.

Finance, Insurance and Real Estate — Banks and insurance companies continued to expand their facilities and open new branches, and this expansion required many hirings through the NES. Insurance companies maintained a good demand for clerical workers and salesmen and real estate offices made the usual demand for commission salesmen and office workers.

Employers in these industries hired 15,432 workers through the NES during this period.

Services — Because of the wide range of employment opportunities for both male and female workers in the service industry, the NES was able to supply

305,169 workers to employers in the industry. The expansion and further development of health, recreation and tourist facilities contributed to the increased employment activities in the industry. The Post Office Department again utilized the service of the NES on a national scale to recruit Christmas help. The Department of National Defence continued to hire its prevailing rate employees through NES local offices.

Trade — Demand continued for experienced sales personnel, and the NES supplied 135,766 workers to employers in this industry. Many new merchandising outlets were opened in many cities and towns across Canada and the trend to shopping plazas continued. Employers in some of those centers requested the assistance of the NES to obtain the required help.

Special Services

The groups of workers served by the Special Services Division of the National Employment Service include young persons entering the labour force for the first time, workers re-entering the labour market, competent applicants who suffer from physical handicaps, older workers, persons with personal problems, those wishing to undertake training courses, war veterans and long service ex-servicemen and other similar categories of workers who require special counselling before entering the labour market.

During the calendar year 1965, NES offices conducted 282,200 pre-entry counselling interviews, and 124,602 interviews of physically handicapped applicants.

During the year ended March 31, 1966, the NES referred 48,963 applicants to vocational training, and placed in employment 23,657 handicapped persons: 19,328 male and 4,329 female.

During the period April 1, 1965 to March 31, 1966, Special Services Division placed in employment 24,334 male applicants entitled to Veteran's Preference.

Executive and Professional

Specialized administrative, professional and technical personnel manpower services are provided at the larger urban manpower centres throughout the country, and at centres of placement and career planning at 44 universities, colleges, and technological institutes.

During the fiscal year, 12,029 persons in the administrative, professional and technical categories were placed in employment. This represented an increase of more than 13 per cent over the number placed in employment the preceding year. Somewhat less than half of the number placed in employment were graduating students. Placements in this student category increased by 23.5 per cent to a total of 5,336. An additional 15,788 students were placed in summer and part-time employment. Placements in categories other than student were fairly evenly divided into the three large occupational groupings; one third were in

administrative and sales occupations, somewhat less than 30 per cent in technical and other semi-professional occupations, and 37 per cent in professional occupations.

The 25-per-cent increase in placements recorded by the Atlantic region was the largest percentage increase of the five regions. The 20-per-cent increase recorded by the Pacific region was the second largest. Vancouver recorded the largest number of placements of any of the urban manpower centres.

Nineteen new centres of placement and career planning were established during the year and two others, at Brandon College in Manitoba and at Vancouver City College in British Columbia, were authorized for establishment during the 1966-67 academic year. Eleven of the new centres are at universities and colleges. They are: Prince of Wales College, St. Dunstan's University, University of Moncton, Lakehead University, McMaster University, St. Patrick's College, United College, University of Saskatchewan in Regina, Notre Dame University, Selkirk College, Simon Fraser University. Eight of the new centres of placement and career planning are at technological institutes. They are: Newfoundland College of Trades and Technology, New Brunswick Institute of Technology, Quebec Institute of Technology, Laval Institute of Technology, Montreal Institute of Technology, Northern Ontario Institute of Technology, Manitoba Institute of Technology, Saskatchewan Technical Institute.

Booklets on the career prospects of graduates of university and technological institutes were published during the year and distributed directly to the students on campus, to high schools through provincial departments of education, and to employers of such students. More than 100 different organizations and individuals contributed to the booklets.

The Employment of Women

Trends in the employment of women that have been noticeable in recent years were evident in the last nine months of 1965: the continued rapid growth of the female labour force, which although slightly less than one third of the total labour force accounted for over one half of its increase, the growing numbers of married women over 35 years of age in paid employment and the popularity of part-time employment with housewives. Women continued to account for more than one third of NES activity.

In the nine months under review, the number of women in the labour force averaged 2,107,000 monthly, an increase of 126,000 monthly over the number in the corresponding period the preceding year. Although more women were working or seeking employment, however, registrations dropped by 112,099 and 5,688 fewer obtained employment through the National Employment Service. On the other hand, more than 8,200 more vacancies for women were notified by employers. Many of the vacancies were difficult to fill because of the requirement for a specific education background or training.

The growth of the service industries, where women predominate in many occupations, was responsible for a considerable number of the new positions. This was especially noticeable in community or public service in the expanding educational and health fields. In personal service, many middle-aged women returning to or entering employment for the first time found work in those occupations related to their experience in running a household. Some of these were in cafeterias, restaurants, laundries, dry cleaning establishments, hotels and motels, all of which, as a result of the general prosperity, are increasing in numbers. Nearly half of all women referred by the National Employment Service found work in the service industries, whereas only slightly more than one quarter found work in the manufacturing industries. This was an increase of 8.5 per cent in the former and a decrease of 17 per cent in the latter over the placements in the corresponding months in the preceding year.

About four fifths of the vacancies listed with the National Employment Offices were for workers interested in long-term employment. Openings of a casual nature (six days' duration or less) were numerous, however, and one fifth of the women placed were hired for short-term employment. They included sales clerks for special sales, staff to assist in post offices with the Christmas mail, waitresses for special functions, helpers of various types at fairs and exhibitions, hourly rated domestic workers in private homes, food processors, field workers in tobacco and vegetable crop areas and fruit pickers and packers.

Part-time employment is attractive to many married women as it enables them to combine work outside the home with their family responsibilities more readily than if employed full time. In the months under review, 17,372 women, or 1,532 more than in the corresponding period in 1964, accepted continuing employment which was for less than 35 hours a week. Nearly every major industrial and occupational group employed some women for less than full time.

Women are usually more reluctant than men to change their place of residence to obtain employment. From April till the end of December, however, 67,060 did so. This was a decrease of 4,640 from the number in the corresponding months in the previous year. Included were 434 nursing personnel who arrived in Canada to enter employment pre-arranged by the National Employment Service representatives in London, England.

Enlargement of existing hospitals and the opening of many new ones increased the need for professional staff in hospitals. Immigration and large graduating classes provided some alleviation but the demand continued to be particularly heavy for graduate nurses, dieticians, physical and occupational therapists and the various types of technicians.

Other categories of professional workers in which there was an insufficient supply of trained women were social workers, secondary school teachers and librarians.

Although the return of many married women to paid employment augmented the number of skilled workers, the supply of trained personnel was generally insufficient to meet requirements. Women recognized the increasing need for specific training and in the months under review more than 11,200 enrolled in

courses sponsored by the federal and provincial governments; they comprised 39.8 per cent of the students enrolled. The graduates partially alleviated the shortages of trained workers for business offices, retail stores, the garment industry, hospitals, hotels and motels. Moreover, the arrival of 250 household service workers from 10 islands of the West Indies eased to some extent the demand for such workers in private homes.

Women members of the NES staff at all levels were active in women's and other organizations. They served as speakers and panel participants before such groups when questions relating to the employment of women were under discussion.

Miscellaneous Services

Winter Employment Campaign — Employment conditions throughout Canada during the first nine months of the fiscal year continued to be the best they have been for several years. Notwithstanding this situation, winter employment campaigns were planned and conducted in 198 local offices of the National Employment Service. In 132 localities, winter employment committees were formed, composed of public-spirited citizens drawn from industry, service organizations and government. The main function of the committee is to urge businessmen, industrialists and householders to undertake projects during the winter months that might otherwise be done at other seasons and thereby assist in maintaining a high level of winter employment.

Service clubs and other organizations promoted the campaign also. In approximately 35 localities that type of support was forthcoming in the form of additional personnel to promote the campaign and publicity to increase its effectiveness.

Paid advertising was carried by 572 daily and weekly newspapers, amounting to 27,000 column inches. A total of 314 radio stations provided 200 minutes and 1,000 spots; 47 television stations, 32 minutes and 300 spots. Supplementing this publicity was the national advertising provided for the Winter House Building Incentive Program.

Sponsored newspaper advertising arranged through committees and the staffs of the National Employment Offices amounted to 31,000 column inches and an additional 11,000 inches of editorials, news items and photographs. Sponsored radio time including public service time totalled 1,000 minutes and 2,500 spots for the first nine months of the year. Television acceptance of the campaign was also evident; 300 minutes and 600 spots of sponsored or public service time were provided.

To assist both local committees and local staffs, a series of bulletins was issued covering a variety of topics that could be used as a guide in conducting local campaigns. The topics included promotional ideas, films available, specifications and suggested uses of publicity material, instruction on the preparation of press releases, etc. Significant and valued publicity for the campaign was received through the Royal Bank of Canada Monthly Letter. The November 1965 issue of this periodical entitled "Winter Works" was devoted to the action being taken to combat winter unemployment. A wide distribution of this issue was made.

NES local offices arranged for showings of a new colour film entitled "Why Wait for Spring" that shows the many ways possible to renovate or remodel houses.

Municipal Winter Works Incentive Program — Upon being informed of the projects under the Municipal Winter Works Incentive Program to be undertaken in their respective areas, local offices were able to arrange, in co-operation with the municipalities and contractors concerned, for the placement of 46,800 unemployed workers.

Clearance — Clearance is the process of circulating employers' orders and workers' applications among National Employment Offices to effect the transfer of workers from one local office to employment in another local office area. Clearance facilities create a country-wide hiring service for employers and workers.

During the period, 10,976 new orders and 1,341 new applications were circulated to selected offices throughout Canada and 11,677 orders and 746 applications were renewed or extended. These operations resulted in the removal of 48,388 workers from one area to another in Canada. In addition there were 1,383 new and renewed orders in circulation to the London, England office.

Nearly all applications placed in clearance were from workers in the executive, professional and managerial occupations. Clearance played a major role in placing graduates of university and technical institutions in continuing employment and in arranging jobs for undergraduates during vacation periods.

In addition to the organization and movement of farm workers within and between provinces, clearance was used to assist employers in obtaining workers for such outstanding projects as the hydro-electric power development programs of the Columbia and Peace Rivers, the development of the open pit iron mine complex at Red Lake, Ont.; the maintenance and operation of the Churchill Research Range at Fort Churchill, Man.; the construction and extension of the Cominco Fertilizer and Iron Plants at Kimberley, B.C.; mining developments in the Northwest Territories, the Yukon Territory, and in most provinces; the staffing of a whaling fleet operating off Vancouver Island; and many others.

National Employment Service, London, England — The NES office in London, England, serves workers in the executive and professional occupations. Employers' orders for workers in these occupations may be cleared to the London office which, on request, will advertise in newspapers and periodicals on the employer's behalf to obtain qualified applicants. The major group to which the office gave service was nurses, of whom 434 were recruited for employment in Canadian hospitals. In most instances the hospitals accepted the selections made by NES without prior interview of the applicants.

Transportation of Canadian Workers — The Federal-Provincial Farm Labour Program provided 1,551 fares to agricultural workers in Ontario and Prince Edward Island at a cost of \$12,440.46, shared equally by the federal Government and the governments of the provinces concerned.

Recoverable transportation costs advanced to 1,652 workers on behalf of Canadian employers totalled \$44,141.40. This service is designed to facilitate

the mobility of Canadian workers and enable them to proceed to employment at considerable distances from their homes.

Areas designated as labour surplus areas by the Minister of Labour were St. John's (Bell Island), Nfld., and Elliot Lake, Ont. Fourteen workers, 158 dependants and the household effects of 33 families were moved at government expense from these areas to other localities where employment was available and where the families could be re-established. The cost to the federal treasury for these moves was \$19,425.67. This program was superseded on December 28, 1965 by the Manpower Mobility Program. Between that date and the end of the month, 10 loans and 8 grants were authorized under this program.

Immigration — Landed immigrants are immediately eligible for the same assistance in obtaining employment as are residents of Canada. The National Employment Service has a special interest in immigrants who enter Canada under government agreements. In 1965 such movements were confined to household service workers from the West Indies. These workers are assisted by NES staff from the time of their arrival at port of entry.

Placements Effected by Local Offices of the National Employment Service, by Region and Sex, April 1, 1965 to March 31, 1966

<i>Region</i>		<i>Total placements</i>	<i>Regular placements¹</i>	<i>Casual placements²</i>
Atlantic	Male	66,387	51,106	15,281
	Female	27,912	22,555	5,357
	Total	94,299	73,661	20,638
Quebec	Male	244,346	199,864	44,482
	Female	89,280	74,953	14,327
	Total	333,626	274,817	58,809
Ontario	Male	282,104	201,195	80,909
	Female	147,968	120,142	27,826
	Total	430,072	321,337	108,735
Prairie	Male	163,615	109,226	54,389
	Female	71,007	53,787	17,220
	Total	234,622	163,013	71,609
Pacific	Male	112,646	84,642	28,004
	Female	58,632	43,525	15,107
	Total	171,278	128,167	43,111
Canada	Male	869,098	646,033	223,065
	Female	394,799	314,962	79,837
	Total	1,263,897	960,995	302,902
Comparable Totals				
1964-1965	Male	867,785	628,645	239,140
	Female	397,975	312,538	85,437
	Total	1,265,760	941,183	324,577

1 Includes Transfers-Out.

2 Placements are termed "Casual" when the duration of the employment is six or less working days' duration.

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Appendix 1—The Industrial Relations and Disputes Investigation Act

The Act came into effect on September 1, 1948, and applies to industries within federal jurisdiction, i.e., navigation, shipping, interprovincial railways, canals, telegraphs, interprovincial and international steamship lines and ferries, aerodromes and air transportation, radio broadcasting stations, and works declared by Parliament to be for the general advantage of Canada or two or more of its provinces. Additionally, the Act provides that provincial authorities, if they so desire, may enact similar legislation for application to industries within provincial jurisdiction and make mutual and satisfactory arrangements with the federal Government for the administration of such legislation.

The Minister of Labour is charged with the Administration of the Act. He is directly responsible for the appointment of conciliation officers, conciliation boards, and industrial inquiry commissions, for complaints that the Act has been violated or that a party has failed to bargain collectively, and for applications for consent to prosecute.

Sections 16 and 17 of the Act provide conciliation machinery for the adjustment of disputes where no settlement has been reached, either in negotiations for a collective agreement after the certification of a bargaining agent or in negotiations for the renewal of an existing agreement. On the request of either party to such a dispute, or in any other case where he considers it advisable, the Minister of Labour may appoint a conciliation officer to confer with the parties for the purpose of helping them to reach agreement. If a conciliation officer reports failure to bring about the settlement of a dispute, the Minister may appoint a board of conciliation and investigation without prior reference to a conciliation officer, but the usual practice is to appoint a conciliation officer in the first instance.

When a conciliation board is appointed, each party to the dispute is invited to nominate one person for appointment to the board. The two members so appointed are then requested to recommend a third person for appointment as chairman. If they fail to agree, the Minister selects the chairman.

The first duty of a board of conciliation and investigation is to try to bring about agreement between the parties on the matters in dispute. In the event of a board's failure to do so, it is required to report its findings and recommendations to the Minister. The Minister supplies each party with a copy of the report, which he may publicize. A strike or lockout is prohibited until seven days after the receipt of the report by the Minister.

The Canada Labour Relations Board was established under the Act as successor to the Wartime Labour Relations Board to administer provisions concerning the certification of bargaining agents, the writing of provisions—for incorporation into collective agreements—that fix a procedure for the final settlement of disputes concerning the meaning or violation of such agreements, and the investigation of complaints referred to it by the Minister that a party has failed to bargain collectively or has made every reasonable effort to conclude a collective agreement.

The Act provides for a board of four representatives of organized labour, four representatives of employers' organizations, an independent chairman, and a vice-chairman who acts during the chairman's absence. Officers and staff of the Industrial Relations Branch act as officers and staff of the Board.

Appendix 2—Canada Fair Employment Practices Act

The Act came into effect on July 1, 1953, and applies to employers and trade unions whose operations fall within federal jurisdiction. The Act is designed to prevent and to eliminate discrimination in employment based on race, colour, religion, or national origin. The use of advertisements, application forms, or other inquiries, in connection with employment, expressing directly or indirectly any limitation, specification or preference as to race, colour, religion, or national origin, are prohibited. The use of employment agencies that practise discrimination is also forbidden.

Appendix 3—Canada and the ILO

The ILO was established in 1919 and survived World War II, during which time its headquarters was in Montreal, to become in 1945 one of the specialized agencies of the United Nations. Its aim has been to promote social justice by securing improvement of industrial and living conditions through national legislative action and through agreement between governments, employers and workers of member countries. The ILO is a tripartite organization in which representatives of governments, management and trade unions from 115 member nations meet regularly to discuss world industrial and social problems and their solution. Canada was one of the founding members in 1919 and has participated actively in the work of the organization ever since.

The main organs of ILO are:

The Governing Body, an executive council of 48 members (24 government, 12 employer and 12 worker) plus deputy and substitute deputy members. Of the government members, 10 (including Canada) are states of chief industrial importance which have non-elective seats, and 14 are elected every three years, as are the other members. The Governing Body meets three or four times a year, usually in Geneva. It plans the work of the organization and its regional conferences, industrial committees, committees of experts and other agencies, and discusses their findings and resolutions to promote future programs of activity in various sectors, and implementation of these programs by the office and by member countries, and the yearly budget estimates required;

The General Conference, which meets annually in Geneva for the consideration of world problems in the labour and social fields, the adoption of the annual budget transmitted by the Governing Body, and the discussion and adoption of international instruments in specific technical labour and social areas; each member nation is entitled to send to the conference four delegates (two government, one worker, one employer) with voting rights, plus technical advisers and observers;

The International Labour Office in Geneva, which acts as the secretariat, research and information centre, operational headquarters and publishing house for the organization, under the Director-General, David Morse.

Branch offices are situated in various regions (including one in Ottawa), and field and liaison offices and national correspondents around the world carry out essential functions, including the operational programs of the organization.

The ILO has developed, at 49 International Labour Conferences up to 1965, an International Labour Code consisting of 124 Conventions and 125 Recommendations covering the whole spectrum of labour and social affairs, such as: industrial relations and freedom of association, conditions of employment and social security, protection of women and young persons at work, manpower and vocational training, industrial health and safety, human rights including freedom from discrimination in employment and equal pay for equal work, labour standards, and so forth. Various parts of the Code are constantly being reviewed and revised to bring them into line with modern standards and conditions.

Appendix 4—Organization for Economic Co-operation and Development

The OECD grew from the Organization for European Economic Co-operation, and the convention was signed by 20 member countries, including Canada, in December 1960. Its main objects are the promotion of economic growth, full employment and a rising standard of living, world trade expansion and aid to the less developed countries. Canadian membership involves participation in a wide range of activities related to these goals. The Canadian government takes part in meetings of the OECD Council and Executive Committee. Responsibility for co-ordinating Canadian participation lies with the Department of External Affairs, and the liaison is through the Canadian Permanent Mission to OECD in Paris. Business and trade unions have consultative status with the organization through Canadian membership in BIAC (Business and Industry Advisory Committee) and TUAC (Trade Union Advisory Committee).

The Department of Labour participates primarily in the work of three OECD bodies:

The Manpower and Social Affairs Committee, with its concept of an active manpower policy and its special seminars and research projects;

The Scientific and Technical Personnel Committee, which deals with development and utilization of scientific and technical personnel; and

The Economic Policy Committee, especially the Working Party No. 4 on costs of production and prices.

Appendix 5—What are Life Annuities?

A deferred annuity is one that begins on a future date, the purchase price being paid in a lump sum at date of purchase or being paid by instalments over the deferred period.

An immediate annuity is one that begins one month (usually) after the purchase price is paid, the purchase price being a single payment.

It follows that, in general, deferred annuities are bought by younger persons as a saving for old age and immediate annuities are bought by older people who wish to turn their savings into a lifetime income.

An annuity may be on one of three plans: ordinary life, guaranteed life, or contingent survivor. An ordinary life annuity ceases at death; a guaranteed life annuity is paid for at least the length of the guaranteed period, and as much longer as the annuitant lives; and a contingent survivor annuity is paid to one person while he lives and thereafter to a named second person if that person survives the original annuitant, the usual arrangement being an annuity to a man with continuation to his widow.

If the annuity is large enough it may be integrated with Old Age Security payments. That is, the annuitant may receive a larger monthly annuity payment until Old Age Security payments begin and a smaller annuity payment thereafter, the reduction of annuity being offset by the Old Age Security payments. The result is a uniform income from commencement of the annuity instead of a sudden increase of income when Old Age Security payments begin. This arrangement is not available for contingent survivor annuities.

Most Canadian Government Annuities are eligible for registration under Section 79B of the Income Tax Act, which allows tax exemption on premiums, but in return the annuity is fully taxable as received. Otherwise, only the interest portion of the annuity is taxable income.

Pension plans are now operated by a master contract between the employer and the Crown. Each employee included in the plan is given a certificate stating that he is registered under the master contract. The contract, commonly called a group annuity contract, sets forth the terms and conditions for payment of premiums and payment of annuities. The premiums are tax-exempt and the annuities are fully taxable.

Booklets describing individual annuities or pension plans may be obtained from the Annuities Branch.

Appendix 6—The Canada Labour (Standards) Code

The Canada Labour (Standards) Code received Royal Assent on March 18, 1965, and Part V, containing administration and enforcement provisions, came into effect on that date.

Parts I, II, III and IV, dealing with minimum standards for hours of work, the minimum wage, annual vacations, and general holidays, came into effect on July 1, 1965. Part III repealed the Annual Vacations Act of 1958.

The Code applies to interprovincial and international rail and highway transport, primary fishing where fishermen work for wages, air transport, radio and television, shipping and services connected with shipping, banks, uranium mining, grain elevators, flour and feed mills and warehousing, seed cleaning mills, interprovincial and international pipelines and ferries, interprovincial and international telegraphs and telephones, and most crown corporations.

The standard hours of work are 8 a day and 40 a week, with maximum hours of 48 a week. Overtime at not less than time-and-a-half is required for all hours worked in excess of the standard hours. Permits are required in order to work more than 48 hours per week. Where the nature of the work necessitates irregular distribution of hours of work, the hours may be averaged over a period of two weeks or more, in accordance with the regulations.

The minimum wage is \$1.25 per hour for all persons of 17 years and over. Under the regulations, a minimum wage of \$1.00 per hour is established for employees under 17 years of age. Special rates may be set for persons receiving on-the-job training and for any person who has a disability that is a handicap in the performance of work to be done.

Employees are entitled to two weeks' vacation with pay after one year of employment, with vacation pay calculated at 4 per cent of wages.

General holidays number eight and every employee is entitled to a holiday with pay on each of them, or substitutes for them.

The Code has special and transitional provisions. Any person may make a submission under Section 51 for deferment or suspension of Part I (Hours of Work). The Minister may grant deferment or suspension where it can be shown that the application of Part I (Hours of Work) is, or would be, prejudicial to interests of the employees or detrimental to operation of the business. The Minister's order to defer or suspend may be for a period up to but not exceeding 18 months from the date of the order, and the order may or may not contain conditions on hours.

A further deferment or suspension may be made by the Governor in Council, but only after there has been an inquiry. The order of the Governor in Council must contain conditions on hours of work.

Where a business is organized and operated in a local area the Act provides for the making of a submission under Section 52 for deferment of Section 11 (Minimum Wages), but the submission must have been made before July 1, 1965. The Minister may grant deferment where it can be shown that application of the minimum wages would be prejudicial to interests of the employees or detrimental to operation of the business.

The deferment order may not extend beyond January 1, 1967, and must specify the minimum rate of wages that shall be paid during the period of deferment granted by the order.

No further deferment can be granted by the Governor in Council as is the case with Part I (Hours of Work).

Under Section 53, all submissions under Sections 51 and 52 that were pending on July 1, 1965, may be listed in the *Canada Gazette*, and this action stays the operation of Part I (Hours of Work) and Section 11 (Minimum Wages) until the Minister has rejected the submission or has made an order under Section 51 or 52.

Regulations have been enacted to carry out the purposes of the Code. Among other things they provide, where there is irregular distribution of hours of work, that the standard hours and maximum hours of work may be averaged over a period of 13 weeks or less without approval of the Minister, and over longer periods with approval of the Minister.

Appendix 7 – Fair Wages Legislation

The Fair Wages legislation is in three parts: the Policy Order, the Act, and the Regulations under the Act.

The Fair Wages Policy was originally adopted as a resolution of the House of Commons in 1900 and, in 1907, expressed in an Order in Council, which was revised and expanded in succeeding years. The last revision and consolidation was Order in Council P.C. 1954-2029 of December 22, 1954.

The Act, the Fair Wages and Hours of Labour Act passed in 1935, provides for the payment of fair wages on construction contracts, i.e., wage rates generally accepted as current for competent workmen in the district but, in all cases, fair and reasonable. Working hours are limited to 8 a day and 44 a week and may be exceeded only in emergency circumstances approved by the Minister of Labour.

A regulation under the Act was passed in 1940 and has been revised by Order in Council P.C. 1954-2030 of December 22, 1954. This regulation provides that all cases of default in payment of wages to employees of the contractor, or other party charged with payment of wages under a contract, shall be referred to the Minister of Labour for investigation and determination of the amount in default. The regulation also provides that a contracting department shall immediately notify the Deputy Minister of Labour where it has occasion through a breach of contract by a contractor to seize the security and to withhold moneys due under a contract.

Order in Council P.C. 1960-715 passed on May 26, 1960, amended this regulation. A section was added to provide that, except where the Minister of Labour otherwise orders, all hours worked in excess of 44 a week shall be paid for on the basis of time-and-a-half of the rate required to be paid under the contract and that, where the Minister so orders, all hours in excess of 8 a day shall be paid for on the same basis.

Appendix 8—The Technical and Vocational Training Assistance Act

The purpose of the Technical and Vocational Training Assistance Act is to provide financial assistance for the development and operation of technical and vocational training facilities and programs throughout Canada.

The Act authorizes the Minister of Labour to enter into an agreement with any province, for a period not exceeding six years, to provide for the payment to the province of contributions in respect of the costs incurred by the province in undertaking a program of technical and vocational training. Such training programs may be for unemployed persons for the training of persons in technical or vocational courses in regular secondary schools in the province where such training is given as part of the regular secondary school program; for the training of teachers, supervisors or administrators to carry out technical or vocational training programs; for persons over the regular school leaving age who have left school and who require training to develop or increase occupational skill, for apprentices; for supervisors in industries; for the training of persons in the skills of science or technology and the application thereof except where such training is designed for university credit; for disabled persons; and for the training of members or veterans of the armed services; and training for departments or agencies of the Government of Canada.

The Minister is authorized to enter into an agreement with any province, for a similar six-year period, for sharing in capital expenditures incurred by the province on training facilities.

The Act makes provision for the continuation of agreements for training projects made under the Youth Training Act, 1939, or under the Vocational Training Co-ordination Act.

The Minister may, without reference to the provinces undertake programs of technical and vocational training for members or veterans of the armed services, and training for departments or agencies of the Government of Canada.

The Minister is also authorized to undertake and direct research pertaining to technical and vocational training and to disseminate information about such training.

Education, in so far as governments are concerned, is a provincial responsibility and, since vocational training is generally regarded as an integral part of the established educa-

tional system in each province, the federal Department of Labour has refrained from operating its own training programs and has relied on the provinces to provide suitable training for all purposes as set forth in the Act.

The full costs of training programs undertaken for the federal Government, or such lesser percentages as may be specified by agreement, are refunded to the provinces. Up to 75 per cent of the costs of other approved programs and, by recent amendment of the Act, an additional 15 per cent of training allowances for the unemployed, may be refunded to provincial governments, subject to the limitation of funds voted by Parliament for such purpose.

Agreements under the Act

The conditions and regulations currently governing federal financial assistance to the various types of training are set forth in the following two federal-provincial agreements effective under authority of the Technical and Vocational Training Assistance Act:

The Technical and Vocational Training Agreement

The Apprenticeship Training Agreement

The purpose of these agreements is to make available to every Canadian the opportunity for training that will be suitable in his case in order to bring about the total development of a competent Canadian labour force.

Appendix 9—Federal Vocational Rehabilitation Assistance

Since May 1953 the Department, through the federal-provincial Co-ordination of Rehabilitation of Disabled Persons Agreements, has provided financial assistance to provinces to co-ordinate rehabilitation services for the handicapped. Under these Agreements the federal Government contributed to each province on a matching basis to help pay the salaries and travelling expenses of a Provincial Co-ordinator and staff and the costs of supplying other services necessary to the vocational rehabilitation of an individual. Nine provinces signed such Agreements and appointed Provincial Co-ordinators.

Also in 1953, the Department extended vocational training to the disabled under the Canadian Vocational Training Co-ordination Act and this has been continued under the Technical and Vocational Training Assistance Act. At the same time the National Employment Service made its special placement facilities available to the disabled who were considered ready for employment.

Grants for hospital construction, tuberculosis control, crippled children and mental health, available through the Department of National Health and Welfare, can in some instances be applied to rehabilitation projects. In 1953, the federal Government introduced the Medical Rehabilitation Grant, which was merged with the Crippled Children Grant in 1960 to become the present Medical Rehabilitation and Crippled Children Grant. Through this Grant, increased federal funds were made available to the provinces for medical rehabilitation facilities and services, including prevention of crippling conditions, the training of rehabilitation personnel, and research studies in this field.

Under the terms of the Vocational Rehabilitation of Disabled Persons Act of 1961, new federal-provincial agreements for a period of six years became effective on April 1, 1962 and were signed by nine provinces.



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